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REPORT
OF THE
WOMAN'S COMMITTEE
COUNCIL OF NATIONAL DEFENSE



COVERING A YEAR'S ACTIVITIES
UP TO APRIL 21, 1918



WASHINGTON
GOVERNMENT PRINTING OFFICE
1918

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REPORT

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WOMAN'S COMMITTEE

U. S. COUNCIL OF NATIONAL DEFENSE

Continued



COVERING A YEAR'S ACTIVITIES

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NATIONAL DEFENSE.**

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FOREWORD.

The following is offered as a report of the activities of the Woman's Committee of the Council of National Defense covering its first year's work. The account of the work within the States has been compiled from reports submitted by the officers of the Executive Committees of the State Divisions. It is by no means a complete record of all that has been done, but is given as an outline of the plan of organization and method of functioning of the Committee through the 12 National Departments. Much that has been accomplished in the State Divisions, in county, and local units, has never been reported to the National Committee, and hence is not a part of this record. It must be appreciated that the stress of work to be done often leaves little time for making a written record of it. This possibly has been the experience of the active members in many of the State Divisions of the Woman's Committee. Details and specifically local activities have of necessity been omitted, and only such accounts have been incorporated as will convey an impression of the scope of interests and the plan of work. The results obtained are due very largely to the cooperation of women's organizations existing at the time of the creation of the Woman's Committee. The first year has been marked as a year of organization and preparation, but each portion of the organization has been tested for its effectiveness while the creative processes have been going on. The results on the whole, under these circumstances are gratifying, and bear intimations of greater accomplishment in the future.

REPORT[OF ACTIVITIES OF THE WOMAN'S COMMITTEE OF THE COUNCIL OF NATIONAL DEFENSE.

APRIL 21, 1917, TO APRIL 21, 1918.

ORIGIN.

The Woman's Committee of the Council of National Defense was appointed by the Council of National Defense¹ April 21, 1917, in accordance with its powers to create "committees of specially qualified persons" for defense purposes.

OBJECTS.

The objects for which the Committee was appointed are to ascertain the woman power of America for the purpose of—

1. Coordination and centralization of the organized forces of the women of the country;

2. Enlistment of the cooperation of the unorganized women of the country, in order to:

- (a) Ascertain and report the patriotic work now being done by women and women's organizations;

- (b) Secure greater efficiency in defense work which women may do for the Nation;

- (c) Secure the cooperation of all the women of the country in economic measures which the Government inaugurates from time to time;

- (1) By furnishing a direct and speedy channel between the different departments of the Government and the women of the country;

- (2) By impressing upon them the vital importance of these weapons of economic warfare in winning of the war.

PLAN OF ORGANIZATION.

The Woman's Committee functions through National and State organization according to the following outline:

A. National organization.

1. Woman's Committee located in Washington.

- (a) Departments within the Woman's Committee organized for specific activities.

2. Affiliated societies, national in extent.

¹ The Council of National Defense was created by act of Congress and approved Aug. 29, 1916. It is composed of the Secretaries of War, Navy, Interior, Agriculture, Commerce, and Labor. (Army appropriation bill, H. R. 17498.)

B. State organization.

1. State divisions of the Woman's Committee.

(a) County units.

(b) Local units—township, city, ward, and precinct.

2. Departments corresponding to the Regular Departments of the Woman's Committee.

3. Affiliated societies, State-wide in extent.

The Woman's Committee is a clearing house for women's war work, with National Headquarters in Washington. The Committee purposes first, to know where and to what extent women are needed to assist in defense work and in the prosecution of war; second, it aims to so coordinate women's organizations and direct women outside of organizations that the work required of women is accomplished without duplication of effort; third, to serve as a direct, authoritative, and speedy channel between the Federal Government and the women of the Nation.

Regular Departments are organized within the Committee for the purpose of ascertaining where specific service is needed and for formulating plans for performing that service.

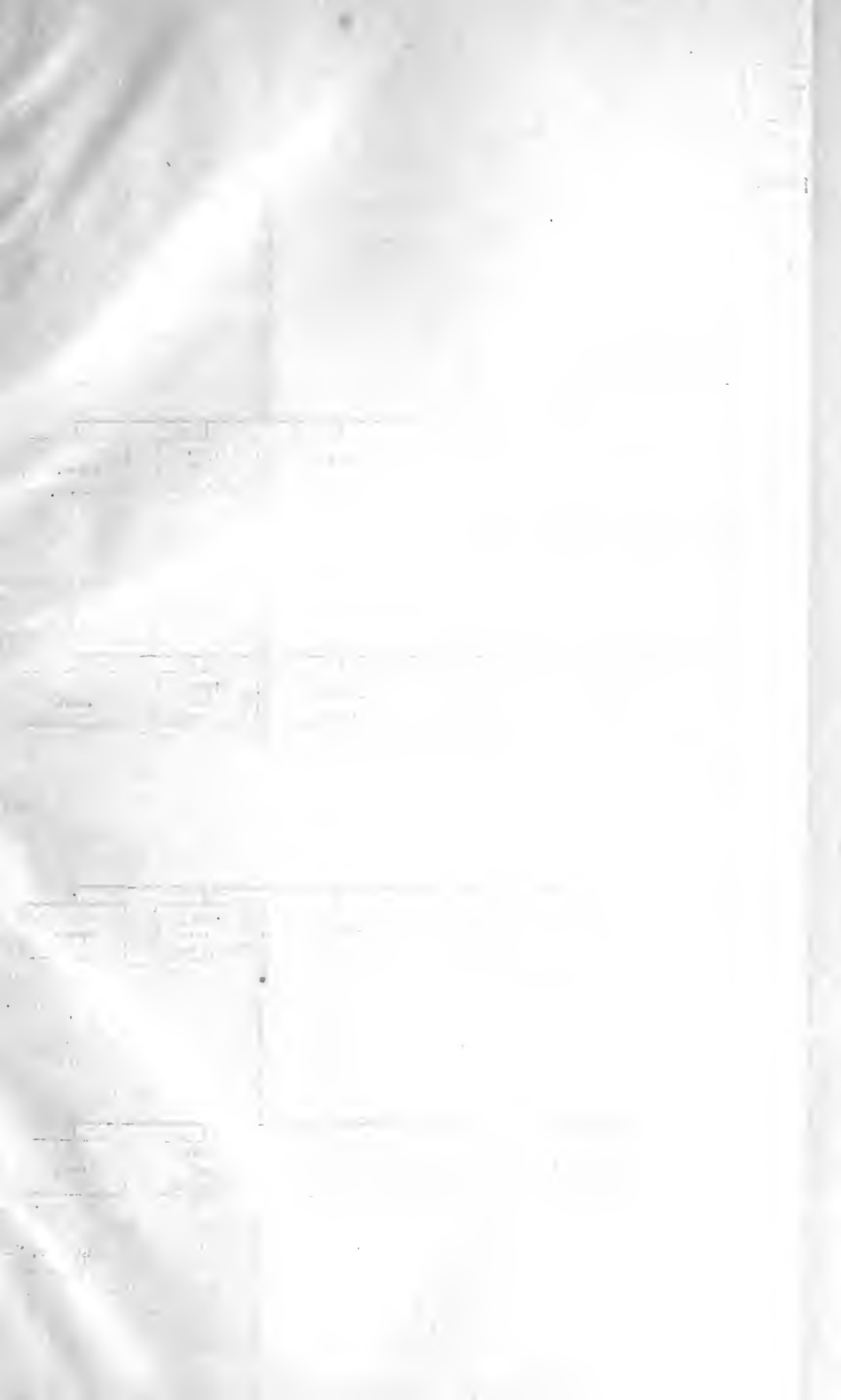
Women's organizations of national extent are affiliated for work with the Woman's Committee, the central organization.

The Woman's Committee has organized State Divisions in every one of the 48 States, the District of Columbia, Alaska, Hawaii, and Porto Rico. The States in turn have formed county and local units for the purpose of reaching women in every community. Departments are formed within the State Committee to correspond to the Departments of the National Committee. The specific work of these Departments is determined by the Department chairmen in Washington and by State and local conditions which require attention or definite methods of attack. Corresponding Departments under county and local committees are organized as there is need.

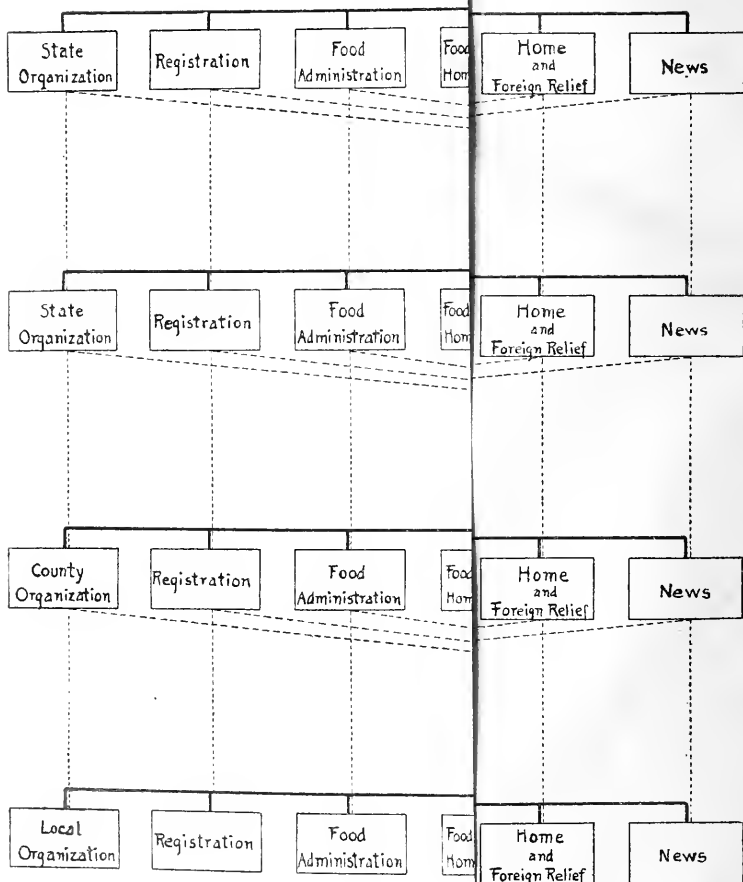
State-wide and local organizations of women, become affiliated with the corresponding unit of the State Division in the same manner in which the national association is affected. A report of what is being done is made by each affiliated society to the Woman's Committee. By this means a record of what women are doing is kept by the central organization.

By this plan of organization a direct channel of communication is formed between the Federal governmental agencies and the women in the local units. The requests of the Government for specific service are promptly transmitted by the Woman's Committee to the women throughout the country. Large numbers of women organized in clubs are brought in contact with work to be done by women, and unorganized women are reached and brought into service.

A full report of all that has been accomplished by women can never be made because all that has been done will never be reported.



ORGANIZATION
of the
WOMAN'S COMMITTEE
of the
Council of National Defense



The purpose of this report at this time is to show how the Woman's Committee functions. The aim has been to include just enough details to convey an understanding of—

1. The scope of the work.
2. The extent to which it is engaging the women of America.
3. The effectiveness of the organization which is established by the Woman's Committee to operate between the National Government and the women of America.

NATIONAL AND STATE MACHINERY.

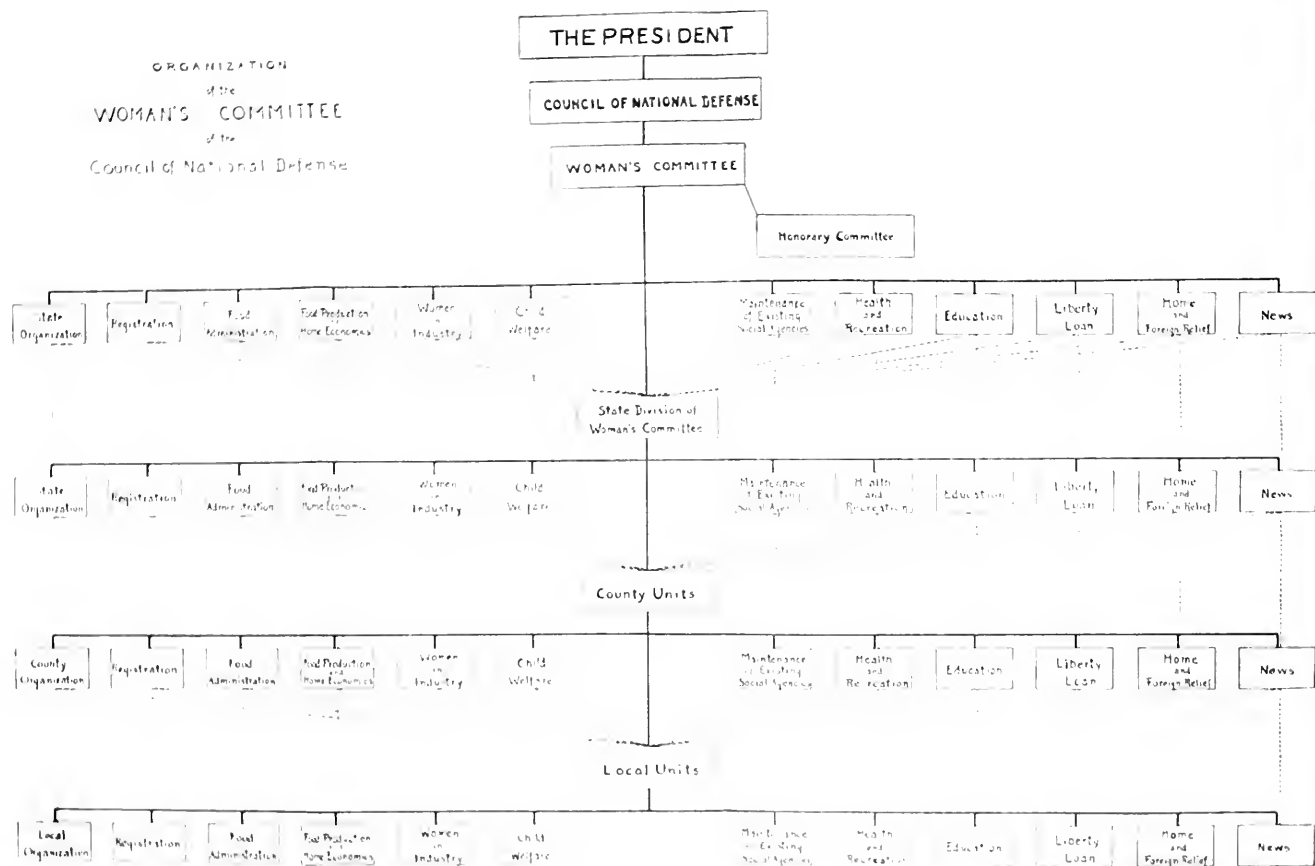
National.—The work of the Woman's Committee at the National Headquarters has been carried on by the members of the Committee who serve as officers and chairmen of the several departments, and by an assisting staff of executive chairmen. Circular letters and bulletins are issued from time to time outlining programs of work and transmitting information from Federal agencies seeking the cooperation of the women of the country. There has been a large correspondence with the officers of the State Divisions and with individuals requesting information on an infinite variety of subjects related to woman's work. In addition to the daily routine of office work, the Committee has held monthly meetings.

Conference of National Organizations.—In accordance with the duty of coordinating and centralizing the work of women throughout the United States, a conference of the presidents of women's organizations was called June 19, 1917. Sixty-nine organizations responded. Each representative outlined the war work undertaken by her association and pledged cooperation. Since that date 11 other national organizations have become affiliated with the Woman's Committee.

Cooperation.—The Woman's Committee is constantly in touch with the Federal departments in order to fulfill its functions of transmitting instructions from the various departments to the women of America. The Committee has been able to assist the work of the following departments, bureaus, boards, and committees:

1. Department of Treasury.
2. Department of War.
3. Department of Navy.
4. Department of Interior, Bureau of Education.
5. Department of Agriculture.
6. Department of Commerce.
7. Department of Labor, Children's Bureau.
8. United States Food Administration.
9. Ordnance Department.
10. Commercial Economy Board.
11. National Chamber of Commerce.

ORGANIZATION
of the
WOMAN'S COMMITTEE
of the
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12. American Red Cross Association.
13. Civil Service Commission.
14. Committee on Training Camp Activities.
15. Committee on Public Information.
16. Committee on Nursing of the General Medical Board of the Council of National Defense.
17. State Councils Section of the Council of National Defense.

Many thousands of letters of instructions, bulletins, and leaflets have been distributed for these various divisions of the Government for the purpose of securing the assistance of the women of the country in the various drives and campaigns needed for the prosecution of the war, for conservation of food, and for recruiting for service.

Work of Committee members in States.—For the purpose of perfecting the organization and stimulating interest throughout the country, members of the Committee have visited the following States: Alabama, Arkansas, California, Colorado, Connecticut, District of Columbia, Florida, Georgia, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maryland, Massachusetts, Michigan, Mississippi, Missouri, Nebraska, New Jersey, New York, New Mexico, Ohio, Oregon, Pennsylvania, Rhode Island, South Carolina, Tennessee, Texas, Utah, Washington, and West Virginia.

Visitors from States.—Members of the State Divisions of the Woman's Committee have visited the National Headquarters from the District of Columbia and the following States: California, Colorado, Connecticut, Delaware, Florida, Idaho, Illinois, Indiana, Iowa, Kansas, Louisiana, Maryland, Massachusetts, Minnesota, Mississippi, Missouri, Montana, Nebraska, Nevada, New Hampshire, New Jersey, New York, North Carolina, Ohio, Oklahoma, Pennsylvania, Rhode Island, South Carolina, South Dakota, Tennessee, Utah, Vermont, Virginia, Washington, West Virginia, and Wisconsin.

REGULAR DEPARTMENTS.

In order to effect the purpose for which it was created, departments for definite lines of work were organized within the Committee. Several of these departments were created to correspond with Government departments and committees and to serve as a channel of communication between the Federal Government and the women who are organized for action.

Each member of the Woman's Committee serves as a member of a Department. It is her duty to analyze the problems presented to her Department, to formulate an elastic plan of work, and to supervise the execution of the work. In order to carry out the projects presented by the National Departments, the State Divisions are advised to create corresponding departments. The chairmen of the departments within the State may modify the plan to meet local condi-

tions and must decide upon the detail of making it effective. The chairman of each national department stands ready at all times to give advice on questions of policy and methods of procedure. The Regular Departments as created are:

1. State Organization.
2. Registration.
3. Food Production and Home Economics.
4. Food Administration.
5. Women in Industry.
6. Child Welfare.
7. Maintenance of Existing Social Service Agencies.
8. Health and Recreation.
9. Education.
10. Liberty Loan.
11. Home and Foreign Relief.
12. News.

DEPARTMENT I.—STATE ORGANIZATION.

Plan of work.—The Department of State Organization has general supervision of perfecting the organization of the State Divisions of the Woman's Committee throughout the United States. The chairman of the Department has visited State Divisions in the interest of the Department and has been ready at all times to advise the State chairmen as to matters of policy and procedure. Questionnaires have been submitted from time to time in order to keep the National Department informed as to the progress of the organization and means of making the machinery effective in the several State Divisions.

At the first meeting of the Woman's Committee on May 2, 1917, a plan was formulated by which the greatest number of women in the United States might be reached. The committee appointed in each State a temporary chairman whose duty it was to convene the presidents or representatives of all women's organizations State-wide in scope, including civic, religious, fraternal, patriotic, literary, and philanthropic associations, with representatives of unorganized women for the purpose of forming a State Committee and electing officers and an executive committee. The State Division of the Woman's Committee is intended to include all the women of the State.

The essentials of the plan have been complied with in the States with few exceptions. Alaska, Hawaii, and Porto Rico have formed local divisions which correspond to the organization within the States. Exceptions to this plan were found in Colorado, Indiana, Michigan, Maryland, Minnesota, and Wyoming. In these States patriotic work of women was arranged for by State organizations originating in the action of the governor, legislature, State council

or group of patriotic women before the Woman's Committee was appointed. The machinery so established, in each instance, merged with the Woman's Committee and became the State Division.

Local organizations.—The State Divisions have extended the organization throughout the State by organizing local units corresponding to political divisions. In all States, with few exceptions, counties have been organized as the primary unit; townships, cities, towns, wards, and precincts have been adopted as subdivisions or local units. In Alaska, judiciary divisions are organized in lieu of county. In the larger cities such as Baltimore, Philadelphia, Chicago, Providence, St. Louis, San Francisco, ward and precinct units have been formed in order that the greatest number of women may be reached and interested in war work. In some cities the organization has extended to city blocks.

Owing to the failure of some States to report the extent of organization until it is completed, the number of units organized can not be definitely stated. Fourteen States have reported committees in every county. These States are as follows: Arizona, Arkansas, Connecticut, Delaware, Idaho, Illinois, Indiana, Iowa, Minnesota, Mississippi, New Jersey, New Mexico, Vermont, and Wyoming. Corresponding to the county unit, every parish in Louisiana is organized. Twenty-eight States have reported counties organized in part. Of these, Florida, Georgia, Kansas, Maryland, Missouri, Nebraska, New York, South Carolina, South Dakota, Tennessee, Utah, Virginia, Washington, and Wisconsin have at least 90 per cent of the counties organized. Massachusetts, Montana, New Hampshire, and Rhode Island have found that town instead of county organization is more practical. Maine has not reported the number of units organized but there is evidence that work is being accomplished. The total number of city, town, ward, and precinct units reported is 8,895; total number of county units, 2,372; total of county, town, city, ward, and precinct, 11,267.

Coordination of women's organizations.—As before described, the presidents of State-wide organizations form the State Committee of the State Divisions of the Woman's Committee. Such organizations are affiliated with the State Division in which they are working and report to the executive committee of the division the work accomplished within the State. In like manner local associations cooperate with local units and are a part of the machinery by which the war work is accomplished. The organization affected by the Woman's Committee is the medium of direct communication between the Government and the existing organized clubs. In communities where clubs do not exist, the Woman's Committee becomes the only organization for women doing war work.

Relation to State Council.—The relation of the State Division of the Woman's Committee to the State Council of Defense is not the

same in all of the States. In the following 29 States and the District of Columbia the chairman of the State Division has been appointed a member of the State Council: Alabama, Arizona, Arkansas, California, Delaware, Florida, Georgia, Idaho, Illinois, Indiana, Kansas, Michigan, Mississippi, Missouri, Montana, Nebraska, New Jersey, New York, North Carolina, Ohio, Oklahoma, Oregon, Pennsylvania, South Carolina, Tennessee, Utah, Washington, Wisconsin, and Wyoming. In some instances other officers of the Woman's Committee are also included in the State Council. In Vermont and Nevada members of the Woman's Committee other than the chairman are members of the State Council.

The State Division is an auxiliary of the State Council in Michigan, Minnesota, Nebraska, New Hampshire, North Dakota, Ohio, Tennessee, Texas, and Vermont. In Arizona, California, Connecticut, Florida, Idaho, Illinois, Indiana, Maryland, Michigan, Minnesota, Nebraska, Nevada, New Hampshire, New Jersey, North Dakota, New York, North Carolina, Ohio, Pennsylvania, Tennessee, Texas, Vermont, Washington, and Wyoming the Woman's Committee is a part of the State Council of Defense. In Colorado the Woman's Committee is equal in rank with the Governor's War Council, which is the State Council of that State and works in complete harmony with it. New Mexico and Mississippi report that joint conferences are held between the State Council and the Woman's Committee, and in New Jersey the chairman is ex officio member of the State Council.

The laws of Louisiana prevent women from becoming members of a State board; therefore the State Council has employed the chairman of the Woman's Committee as director of woman's work. She may be present at all meetings of the State Council. Members of the Woman's Committee attend the State Council meetings in Iowa, but there is no official connection between the two organizations.

Finance.—Expenses of the State divisions of the Woman's Committee have been met in various ways. The State chairmen of Arizona, New Mexico, Rhode Island, Utah, and Wyoming report that all expenses have been met by the financial support given by the State. At present funds for the work are supplied by the State in Connecticut, Colorado, California, Illinois, Minnesota, New Hampshire, South Carolina, Florida, Washington, Maryland, and Indiana, but in the beginning each Division was financed through the efforts of the State Committee. The greater portion of the expenses have been borne by the State in Massachusetts, but voluntary contributions have been made for minor expenses of the Division. Provisions have been made by the State for partial expenses in Illinois, Iowa, Maine, Mississippi, Nebraska, North Dakota, New Jersey, and New York. Definite appropriations ranging from \$500 to \$7,000 have

been made in Arkansas, Colorado, Kentucky, Maine, Michigan, Missouri, New Jersey, North Carolina, Ohio, and South Carolina. Monthly appropriations have been made in Missouri, and in Virginia until January 1, 1918. Clerical help and headquarters have been furnished in Tennessee, Wyoming, and Minnesota. In Alabama, Delaware, District of Columbia, Florida, Georgia, Idaho, Kansas, Montana, Nevada, New Hampshire, North Dakota, Oklahoma, Pennsylvania, South Dakota, West Virginia, Texas, Vermont, Porto Rico, Hawaii, and Alaska the work has been financed by private contributions made by the chairmen and members of the State Divisions, by individuals registering for service, and by fees from affiliated organizations. In Louisiana \$100 per month is appropriated from State funds for the salary of the chairman of the Woman's Committee, but this amount is applied by her to the general committee work.

DEPARTMENT II.—REGISTRATION.

Objects.—The Registration Department was created to ascertain definite information as to the woman power of America. Before adopting a registration card the committee in charge of the work conferred with a representative of the United States Census Bureau concerning the form of card to be used.

Form of registration cards.—The cards bear definite information as to training, capacity, and willingness of service, either paid or volunteer, full or part time. A desire for training in any specific branch of work is recorded. Furthermore, the Registration Department has found that the work has educational implications. To carry on the work successfully, it is necessary to first advertise the purpose of registration and the need of responding. Registrars must be trained to take the census, and opportunities for services and training should be known in advance. This means a general survey of local and State labor conditions.

In initiating the work the Woman's Committee had printed 500,000 registration cards and 15,000 leaflets of instruction, which were distributed among the State Divisions on the proportional basis of population.

Registration in the States.—Registration, which is entirely voluntary, has been undertaken by 27 States. Official sanction, however, was given the work by the governor's proclamation of a day for registration in the following States: Alabama, Arkansas, Idaho, Kansas, Kentucky, Louisiana, Michigan, Mississippi, Missouri, Nebraska, Oregon, Pennsylvania, Tennessee, and Wyoming. Other States undertaking the work are Connecticut, Colorado, Florida, Illinois, Indiana, Minnesota, New Mexico, North Carolina, North Dakota, South Carolina, South Dakota, and Utah. In no instance has registration been limited to a day. In New York and Rhode Island women were

included in the compulsory military census and the Department in these divisions have made use of the census records.

In Louisiana the date was set by an act of the legislature and registration was proclaimed compulsory, but no penalty was attached for failure to comply with the law. Without returning a summary, the chairman of the registration committee states that not less than 270,000 women have registered for service. In general, two methods have been employed in carrying out the work: House-to-house canvass and registration booths in established places. Details of registration in a few of the States undertaking the work will well illustrate the plans that have been adopted and successfully carried out.

Registration in progress—In Illinois actual registration was preceded by intensive preparation. Ten thousand registrars were trained in special schools; a manual was published for their use. The purpose of registration was widely advertised through the public press, by posters and fliers. A list of all institutions and industrial plants offering opportunities for training for service were listed as a directory for registrants who might desire to receive training in any particular subject. In actual operation it has been found advisable to form classes for special training. A subcommittee on courses of instruction has made arrangements for conducting courses in home economics, home nursing, Red Cross work, occupations for the handicapped, dramatics, story-telling, wireless, motor driving, aviation, engineering, and other courses in free public schools.

Employment bureaus.—It was also found advisable in Illinois to know the local labor market in order to direct registrants to places where volunteer or paid employment might be obtained. Again, another division was needed and employment bureaus have been opened. During the month of March, 297 names were recorded on application lists and 118 applicants were placed in employment.

Another State to open employment bureaus has been Missouri. The plan is to have one in every county seat or town of over 5,000 inhabitants. The civil-service commission of the State appealed to the Registration Department for 250 stenographers. From the registration cards was obtained a list of 250 women, trained in this work; they were notified of the commissioner's need and in a few days that number reported for the Civil-Service examination.

The work in Pennsylvania also demonstrated the need of employment bureaus. In Philadelphia 1,481 registrants have been referred to occupations. In Altoona in one month 73 women were placed in paid employment representing 19 different occupations. Two hundred and eighty-six women are in training classes for work as follows: Wireless, stenography, telegraphy, telephone operating, motor mechanics, farm-tractor operating, agriculture, war cooking, teaching the blind, Red Cross work, nursing, and drafting.

Arkansas, Connecticut, Indiana, Michigan, Minnesota, and Missouri have reported special training for registrars. Indiana and Michigan have just begun registration, but the preparation for the work has been going on for several months. In New Haven, Conn., registration was taken as an experiment. The work was financed by the chamber of commerce and the New Haven County Employers' Association. Valuable assistance was given the committee by Yale University, the public-school board, business houses, and newspapers.

General application of registration.—In Idaho registration was taken in the face of many obstacles such as inclement weather, bad roads, etc. Registrars went many miles on skis to reach women in mountainous districts. In Pocatella a Greek merchant closed his shop and assisted the women in registering Greek women. Women in the more isolated regions in this State volunteered to do knitting, or to care for groups of children in order to release other women for war work.

Courses of instruction have been arranged in several States to meet the demand of women desiring special training. The States reporting the work are Arkansas, Colorado, Illinois, Maryland, Massachusetts, Michigan, Minnesota, Mississippi, Missouri, Ohio, Oklahoma, Pennsylvania, Rhode Island, South Carolina, Tennessee, Wisconsin, and South Dakota. The committees undertaking this work are subdivisions of the Department of Education.

There is not a State in which the work has been conducted that registration cards have not supplied volunteers for social and Red Cross work, and candidates for civil-service examinations. In Denver, Colo., Red Cross workers were increased 300 per cent by this means. Registration cards are kept at local headquarters for immediate use; summary cards are sent to the chairman of the State division and to National Headquarters as the work proceeds. Final returns have not been made as registration is continuing in every State. Partial returns have been made as follows:

Registration as reported to May 1, 1918.

States.	Chairman appointed.	Registration begun.			Number of women.		Registrants.	
		Date set.	Date set by governor.	No definite dateset.	In the State.	Registered to date.	Trained in more than one occupation.	Entered in training classes.
Alabama.....	(1)	Aug. 15	(1)	621,365	10,000
Arizona.....	(1)	52,478
Arkansas.....	(1)	Feb. 17	(1)	440,037	30,000
California.....	(1)	768,455
Colorado.....	(1)	(1)	249,174
Connecticut.....	(1)	Nov. 17	388,254	18,000 ²
Delaware.....	(1)	68,034

¹ Not less than 270,000.

² New Haven only. *

Registration as reported to May 1, 1918—Continued.

States.	Chairman appointed.	Registration begun.			Number of women.		Registrants.	
		Date set.	Date set by governor.	No definite date set.	In the State.	Registered to date.	Trained in more than one occupation.	Entered in training classes.
Dist. of Columbia					132,045			
Florida	(1)	Sept. 19, 1917			218,572	7,384	2,830	128
Georgia	(1)				761,997			
Idaho		Dec. 3, 1917	(1)		83,986	18,386	2,663	168
Illinois	(1)	Nov. 5, 1916			1,851,103	615,805		620
Indiana	(1)	Apr. 19, 1918			900,749			
Iowa	(1)				715,927			
Kansas		Sept. 5, 1917	(1)		523,240	54,397	17,058	
Kentucky	(1)	Nov. 18, 1917	(1)		699,897	8,625	574	1
Louisiana		Oct. 17, 1917	(1)		486,871	(1)		
Maine					258,064			
Maryland					439,799			
Massachusetts					1,232,125			
Michigan	(1)	Apr. 27, 1918	(1)		920,224			
Minnesota	(1)			(1)	620,687	710		
Mississippi	(1)	July 14, 1917	(1)		514,264	12,103	5,867	
Missouri	(1)	Sept. 28, 1917	(1)		1,067,613	100,135		
Montana	(1)				95,958			
Nebraska	(1)	Sept. 12, 1917	(1)		360,500	80,379		
Nevada	(1)				20,609			
New Hampshire					154,242			
New Jersey	(1)				862,304			
New Mexico		July 13, 1917			89,142			
New York					3,216,410			
North Carolina	(1)	Oct. 20, 1917			641,666	4,034	1,163	13
North Dakota	(1)			(1)	149,921			
Ohio					1,626,657			
Oklahoma	(1)			(1)	441,600	900		
Oregon	(1)	Sept. 15, 1917	(1)		198,114	5,482		
Pennsylvania	(1)	Nov. 1, 1917	(1)		2,478,990	114,483	8,422	286
Rhode Island	(1)				192,545			
South Carolina	(1)	Aug. 21, 1917			434,376	3,916		
South Dakota	(1)	Jan. 20, 1918			162,803			
Tennessee	(1)	Oct. 13, 1917	(1)		662,013	60,977	20,199	702
Texas					1,066,864			
Utah	(1)	Nov. 10, 1917			104,363			
Vermont	(1)				121,901			
Virginia	(1)				626,873			
Washington					326,040			
West Virginia	(1)				344,943			
Wisconsin	(1)				730,696			
Wyoming	(1)	July 17, 1917	(1)		34,082			
United States	35	23	14	4		1,172,628	56,113	1,750

¹ Not less than 270,000.

The chairman of the Department of Registration has advised the chairman of the Registration Departments and the chairmen of the State Divisions in which the work has not been undertaken to defer the work until more details have been compiled and analyzed, in order that the experience gained in the States where the work has been done may be made available for use.

DEPARTMENT III—FOOD PRODUCTION AND HOME ECONOMICS.

Cooperation with Department of Agriculture and Food Administration directors.—The Food Production and Home Economics Department was created as an avenue of communication between the Department of Agriculture and the housekeepers of America. The demonstrators in extension work of the agricultural colleges are members

of this committee, and in many instances the State leader is the chairman. The work is also closely allied with the Department of Food Administration of the State Division and locally with that of the home economics director appointed by the United States Food Administration in each State. The chairman of the Food Production and Home Economics Department is also chairman of the Food Administration Department and home economics director for the United States Food Administration in Connecticut, Florida, Georgia, Idaho, Iowa, Kansas, New Jersey, Oregon, South Dakota, Virginia, and Wisconsin. In some instances the chairman of this department is also chairman of the Food Administration Department, namely, Delaware, Massachusetts, Minnesota, and Montana. In these instances the work of the two departments is united in the one. In other cases the chairman of this department is the home economics State director of the Food Administration, but not chairman of the Food Administration Department. These combinations give evidence of the close cooperation of the three groups organized in the interests of production and conservation of food. It is also apparent that one specific line of work may be undertaken by the Food Production and Home Economics Department in one State and in a neighboring State the same work will be accomplished by the Food Administration Department. This is in no way a duplication of work.

Liberty gardens, 1917.—One very general activity of the Food Production and Home Economics Department has been to increase the production of food by stimulating interest in school ground, back yard, and vacant lot gardening. During the summer of 1917, 34 State division chairmen of the Food Production and Home Economics Department report that this work has been accomplished to a remarkable degree. Statistical data as to acreage and value of products are not available, for much that has been done has never been reported. Representative facts from a few States, however, will convey an impression of the prevailing conditions throughout the country.

State activities.—From Maryland came the report that 20,000 back yards were converted into gardens; that colored women took up the brick paving in their small plots and made gardens. In North Carolina 56,000 winter gardens were planted and several varieties of vegetables were tried out as possible winter products. Near Colorado Springs a woman prepared 28 acres of land for cultivation, and permitted any woman to take as much ground space as she wished for a garden. One-third of the product was sold and the returns were given to charity. A member of a girls' canning club in Georgia cleared \$123.95 from sales of produce raised on one-tenth of an acre of ground. Innumerable examples such as these could be given from every State in the Union.

Plans for work in agriculture, 1918.—Special emphasis was placed upon garden work at the conference held in Washington, February, 1918, and attended by the chairmen or representatives of the departments in 31 States. Further, a circular letter inclosing instruction from the Department of Agriculture on spring planting, and raising of live stock, directed the attention of the department to the importance of the work. In addition to stressing the importance of women making small gardens the Woman's Land Army plan has been indorsed by the Department of Food Production and Home Economics in order to provide women farm laborers according to a unit plan. Reports from New York and Pennsylvania state that this division of the work is one of the most active at present. Women have been urged to release men experienced in farming but at present engaged in clerical work. Surveys and conferences have been conducted in Delaware, Illinois, Connecticut, Pennsylvania, Michigan, Wisconsin, and Indiana to ascertain the demand for woman labor on farms or the possibilities for their employment during the planting and harvest season. Definite standards as to hours of labor and conditions surrounding their employment have been adopted by this department and that of Women in Industry.

The Virginia division of the Woman's Committee has urged the colleges to offer special courses of instruction in horticulture, animal husbandry, poultry raising, bee culture, and household economics. All affiliated organizations were asked to emphasize the need of these courses and encourage members to take up the work.

Demonstrations in preserving food.—Increasing the production of food is not enough. Methods of making the products available for consumption is a problem to follow. For a number of years the Department of Agriculture had been sending home demonstration agents into rural communities to teach housekeepers and young girls how to preserve fruit and vegetables. The Food Production and Home Economics Department gives its heartiest support to the furtherance of this work, which was extended to include urban communities. Community kitchens for canning demonstrations were started in hundreds of towns and cities. Expert demonstrators operating for this department were employed on fair grounds and in factories. Training schools lasting for a week or longer for teachers of canning and dehydrating were conducted in many States. Girls' junior armies for preserving perishable food were organized in some communities. It was estimated that in 33 States the increase in preserved food during the summer of 1917 amounted to 300 per cent above the quantity preserved the previous year.

Training school for demonstrators.—A food conservation normal school was opened in St. Louis, Mo., May 14, 1917. A course of

daily lectures and demonstrations covering a period of three weeks were given to audiences ranging from 175 to 300 people. From this course were recruited 103 volunteer teachers who had used this opportunity to review previous training in home economics. Fifty-nine ward schools were opened with this staff of volunteer teachers. The aggregate attendance in these schools was over 5,000. Visiting housekeepers were organized and women were taught methods of preserving and canning in their homes. A community cannery was opened and demonstrations were conducted before an audience averaging 110 people. Twelve thousand jars of vegetables and fruit were filled under the direction of a trained expert from the Department of Agriculture.

Canning in homes.—In Lancaster County, Pa., 300 women filled 10,001 jars with fruit and vegetables for the soldiers. From California, Maryland, Illinois, Idaho, New York, Utah, and Connecticut came the report that an effort was made to reach the homes with methods of preserving.

Canning clubs.—There were approximately 12,000 women and girls enrolled in the canning clubs of North Carolina. In almost every county of the State the County Commissioners or Chambers of Commerce advanced money for the purchase of containers. In this way 2,500,000 tin cans and 1,775,000 glass jars were ordered. The girls were to liquidate the debt when their produce had been sold. From 1 to 7 canneries were organized in the towns of the 60 organized counties. Each one was supervised by a canning-club girl, who received a salary and was assisted by women in the town. Nine factories employed a canning-club-trained girl to teach canning and preserving to women employees.

Community canning.—Community canneries or kitchens were reported by chairmen of Food Production and Home Economics Departments in 19 States—Arkansas, Connecticut, Delaware, Florida, Idaho, Illinois, Indiana, Kentucky, Louisiana, Maryland, Michigan, Missouri, New Jersey, New York, North Carolina, Ohio, Pennsylvania, South Carolina, Utah, and the District of Columbia.

The women of Montgomery County, Pa., borrowed \$1,100 and opened five canning centers. As a result, 20,000 jars were filled with fruit and vegetables. One thousand containers were sent to the soldiers. At the end of the season the debt was liquidated, and the club has its equipment and \$300 toward this year's work.

The canning season passed, but the kitchen continued in many instances as centers for the demonstrations of war breads and substitutes for wheat, meats, fats, and sugar. The women of Wilmington, Del., equipped a movable kitchen and furnished volunteer motor service to transport it in order that demonstrations might be given before groups of women in schools, churches, and clubrooms.

Community kitchens.—Another type of community has grown up in St. Louis, Mo. The increase in the cost of living and the number of women with dependent families in industry have created a problem which necessitated new measures of relief. Public health must be maintained in time of war; children must be properly fed. Visiting housekeepers who had been employed in the city found that it was almost impossible to provide a balanced diet for a family of six on the usual allowance, \$1 per day. As well, food and fuel must be conserved at the present time. To meet this complicated situation of conservation and physical needs, the Women's Central Committee on Food Conservation has planned a chain of five community kitchens located in congested districts or the neighborhood of factories. Food is furnished three times a day on the "cash and carry" plan at sufficient cost to cover the operation of the experiment. The community kitchen is self-supporting in every instance and in no way an institution dispensing charity. The first experimental kitchen is in the neighborhood of 10 large factories employing women, four day nurseries, and the Farmers' Market, where supplies are easily obtained. The plans for five kitchens are so complete as to give reasonable assurance that the food situation among the industrial class can be solved unless it becomes far more acute with regard to cost and supply. The central form of cooking food is an economy in food, fuel, and women's power.

Community markets.—Concomitant with the increased production of food and the community canning clubs came another project, local markets. During the summer of 1917 these were often established in connection with the cannery or kitchen. In some instances a few blocks in the vicinity were shut off from traffic for market purposes. Farmers brought in fresh produce each day and found a ready market. In Louisville and several small towns of Kentucky sidewalk markets were conducted. The women of St. Louis, Mo., followed up their work of securing a curb and market bill by opening four public markets and six milk stations on the "cash-and-carry" plan. The women in Tulsa, Okla., report that the community market has reopened this year on a larger scale and on a permanent year-round basis.

Curb markets.—The reports from Delaware, Indiana, Kentucky, Louisiana, Michigan, Minnesota, Missouri, New Jersey, New Mexico, New York, Ohio, Oklahoma, Utah, and Wisconsin state that the markets established in these respective States last summer were successful. Produce was furnished at prices which permitted many families to preserve food which would have been prohibitive at usual market prices. At the same time the producers invariably receive better prices than they would have had they disposed of their produce in the usual way.

The market operated by local representatives of the Woman's Committee salvaged at the docks in New York City \$3,122.18 worth of fruit and vegetables. This food would have been wasted under conditions which prevailed before the markets were opened.

A local market was opened at Brainerd, Minn., to dispose of vegetables which in former years would have been "plowed under." Several State departments have stated that they are planning to reopen this work another year on more extensive plans.

In Dallas County, Tex., a joint garden and marketing plan has been worked out to make the county self-supporting and eliminate the necessity for transportation of food.

DEPARTMENT IV—FOOD ADMINISTRATION.

Cooperation with the United States Food Administration pledge campaign.—The department of Food Administration was designed to promote the activities proposed for women by the United States Food Administration. This plan has worked successfully. In Alabama, Illinois, Louisiana, Michigan, Nevada, New Hampshire, North Carolina, North Dakota, Oklahoma, and Washington the chairman of the Food Administration Department is also Home Economics director for the Food Administration. The chairman of this department in the State division works with the State Food Administrator. She has organized the county and town food committees for immediate execution of new food regulations and pledge campaigns when they are started. In many localities home demonstrators have worked under the direction of the Food Administration department instead of the Food Production and Home Economics department. This has been true most often when conservation and substitution demonstrations were given. A report comes from every State in the Union, Alaska, and the District of Columbia that the department in each division has assisted in the food pledge drives. The work of conservation of food has been started in Porto Rico and Hawaii.

At the close of the Food Administration conservation pledge drive in Florida the State Food Administrator attributed the success of the campaign to the "untiring and unselfish efforts of the women of the local units." It is probable that this was not an unusual experience for a State Administrator.

Conservation plans.—The pledge campaign was followed by distribution of recipes which would assist in keeping the conservation pledge. Balanced menus were planned by the department in various States and published in local papers as another means of follow-up work. Posters were displayed in public places to remind house-

keepers that the Government needed them to assist in the elimination of waste that our Army and the allies might be fed.

Closely allied to the work of the demonstrators have been the food exhibits to teach substitutes for wheat, meat, fats, oils, and sugars.

In California and Connecticut exhibits have been held in practically every county. Seven were conducted at one time in Connecticut; these were moved from town to town. A traveling exhibit was used by a colored demonstrator who was endeavoring to educate her people in Sussex County, Del., in conservation methods.

Community activities.—Interesting demonstrations have been held in centers having a population with a large foreign element. Such have been reported from Connecticut, California, Delaware, and Minnesota. In Los Angeles County a Japanese demonstrator taught Americans how to make Japanese dishes and use substitutes for butter, sugar, and wheat. Recipes for rice cakes and bread were very successfully demonstrated. Another demonstrator was a Russian who made rye bread after an "old country" recipe. In an Italian quarter an Italian demonstrated to his countrymen substitutes for macaroni. He made a soup of vegetable oil for six-sevenths of a cent per plate. Much needed lessons in conservation were given in five negro centers, and in turn, the negro women demonstrated their corn meal recipes before white women who were unskilled in the use of that wheat substitute. Another contribution of a Californian was the experiment conducted by a woman in Amador County. She has discovered a process by which the bitter flavor and dark color may be removed from flour made of the acorn and suggests it as another wheat substitute.

Another wheat substitute was demonstrated by a Colorado woman at the National Western Stock Show. In her booth she served pinto beans in loaves, muffins, and biscuits, and distributed the recipes by which they were made, among the women from farming districts.

Liberty cookbooks have been prepared by this department in California, Michigan, Maryland, and Minnesota. The women of Delaware carefully prepared leaflets on food which were printed by the merchants of Wilmington. In this way tested recipes were distributed among the customers of the merchants.

Hoover lunch.—Notable work is recorded by the women of St. Louis, Mo. A buyers' school, conducted by authorities in various lines of foodstuffs, has taught the housekeepers how to market and choose food wisely. A Hoover lunch room and store familiarized the public with substitute foods and how to prepare a balanced meal.

Food conservation in public eating places.—In addition to working among housekeepers, this department attempted in many States

to make effective the conservation plan among managers of hotels and restaurants. Conferences which were held have been reported by county and State chairmen of the Food Administration Department. Junior leagues were organized in some States, and children were pledged as individuals to help save food.

DEPARTMENT V.—WOMEN IN INDUSTRY.

Cooperation with the advisory commission.—The department of Women in Industry has cooperated with the committee on Women in Industry of the advisory commission on labor of the Council of National Defense.

Purposes.—It has been the general purpose of the department to see that standards for women in employment are maintained, taking as their guide the standards adopted by the Department of Ordnance and as indorsed as the official standards of the Woman's Committee. The State departments of Women in Industry have on occasions accomplished this purpose by investigating the conditions surrounding employment and publishing a report of what was found to be true. Other investigations have been made to ascertain to what extent women are needed to replace men entering military service, with the aim to assist in making the adjustments necessary to meet industrial emergencies that arise.

In so far as it has been possible, the practice has been to place in this department women who are acquainted with industrial conditions and have had experience among industrial workers. Economic interests are so varied throughout the States that the problem of women in industry is not equally pressing in all States. Thirty-seven State chairmen, however, have reported that this department has been organized in their respective divisions. A conference of the chairmen of the departments was recently held in Washington. At that time 14 States and the District of Columbia were represented.

Survey of industrial conditions.—Most effective work has been reported by the committees in California, Connecticut, Delaware, Illinois, Indiana, Kansas, Kentucky, Maryland, Massachusetts, Michigan, Minnesota, Ohio, Pennsylvania, New York, Rhode Island, Virginia, and Wyoming. Surveys of industrial conditions have been conducted in these States and constructive recommendations have been made to remedy conditions which are detrimental to the health and efficiency of the women employed. The reports from New York, California, Indiana, and Iowa state that as yet women are not to any marked degree filling men's positions made vacant by the draft.

An intensive study was made in Connecticut and a detailed report reveals that the substitution of women for men in industry and business has not as yet been affected to an appreciable extent. On the

other hand, a study of the draft lists in Wisconsin reveals that the draft has depleted industrial labor and recommends that women begin training to meet the further depletion by the next draft.

Activities of subcommittees.—In Illinois this department has been combined with the Department of Child Welfare, and notable work has been accomplished. Subcommittees have been organized for special divisions of the work. The National Woman's Trade-Union League, the Industrial Department of the Young Woman's Christian Association, Chicago School of Civics and Philanthropy, and the State factory inspector have cooperated with the Department in the investigations of needlework trades and employment of women on war contracts. The subcommittee on colored women reported bad housing conditions and the need of day nurseries in colored districts. Special training for colored women and part-time employment for mothers of young children were recommended. The subcommittee on foreign-born women has been successful in establishing classes for teaching English to non-English-speaking women employed in factories. Many factories have given 15 minutes extra time for these classes at noontime. Industrial standards are published in the foreign press for the protection of foreign women in industry.

Supplying industrial workers.—The labor department permitted this committee in Maryland, among other States, to have a list of the plants working on Government contracts. Accordingly a survey was made covering 17 industries in 52 factories. A straw-hat industry which had had a dull season had a list of girls out of employment. This list was placed at the disposal of a clothing manufacturer at the suggestion of the Department's agent, and the workers were temporarily transferred from one industry to the other. The committee further assisted in recruiting women for canneries during the tomato season. The need of workers was extensively advertised, and women representing every economic group were employed in canning. When the canneries refused to comply with the request of the Representative of the Department to see the pay rolls, because of the rumor of low wages paid, all assistance was withdrawn. Owners of textile mills, factories working on tents and Army clothing, next applied for assistance in finding workers. The committee made a systematic investigation before directing women to the industries to insure satisfactory conditions for the employees. In the tent factories the work was considered too heavy for women, and cooperation of the Department was withheld. When power machines were supplied operators were recruited. This Department is now making a study with special reference to the replacement of men in industries by women and to the readjustment needed for women to meet the industrial conditions brought about by the war.

Supplying clerical workers.—Representatives of the Department of Women in Industry in New York State visited industries in nine cities. It was found that very little abnormality in employment existed. In experimental cases only are women doing men's work, though it is expected that after the next draft an extension of women's work will be necessary. The investigation revealed that home work is being done on officers' uniforms. This involves much loss of time in carrying the work to and from the various homes for piecework to the shops where the work is completed. Women stenographers, filing clerks, and general office workers have been recruited for the Gun Division of the Ordnance Department by publishing the requests for applicants in all the leading county newspapers of the State.

Committee on standards.—The Women in Industry Department in Delaware has four subcommittees: (1) Standards, (2) on general living conditions for women workers, (3) on foreign-born women in industry, (4) on colored women in industry. The Committee on Standards has inspected Bancroft Mills and the Pennsylvania Railroad Co. shops. In the mills women are employed on machines formerly operated by men and in the bleachery pits where boys have hitherto been employed. No risks were apparent in the operation of the machines, but excessive dampness was noted in the bleachery pits. The committee recommended that women be given a change of work to avoid continuous work in the dampness. At the railroad shops women were grinding tools, operating drill machines, and giving out materials from the storerooms. The articles handled did not exceed in weight the 25-pound standard.

Survey of Government contract-labor condition.—The women of this Department in Kentucky investigated conditions surrounding 14,000 women sewing on Army shirts. The girls working on Government contracts have shorter hours than those employed in other interests. Two strikes have been settled in the State; in one instance the girls gained better hours and in the other better pay. A manufacturer who was trying to increase the working day by half an hour in order to increase his output was prevailed upon to shorten the day by half an hour. In the end he found he had obtained his desired increase in production.

The Department of Women in Industry in Ohio is made up of trained investigators, labor representatives, and officers of the Consumers' League. A survey of the employment of girls and women in railroad freight yards and glass factories was made in Toledo and Cincinnati. In Cincinnati it was found that 500 children were employed illegally and that the number of minors entering industry has doubled in three years. The Department is raising scholarship funds to keep them in school. Better wages and better housing were

recommended. An investigation in Cleveland shows that women are receiving less pay than men in the hardware trades. Efforts are being made to prevent the establishing of undesirable day nurseries in connection with the factories.

Protective measures.—There are five subcommittees on Women in Industry in Rhode Island. The Committee on Health represents 17 nurses in manufacturing plants. The aim of this group is to establish a general clinic connected with the hospital for the study of occupational diseases. The Committee on Housing has made a canvas from house to house to find rooms for women employed in ammunition plants. The Committee on Replacement of Men by Women finds that women are filling men's places in metal work but in no other industries. The Committee on Labor Standards has been working for the passage of the following laws: (1) Enforcement of the abolition of the common drinking cup and common towel in factories and stores, etc.; (2) prohibition of the use of the suction shuttle in mills; (3) yearly examination for working children; (4) abolition of night work for women. Another subcommittee, on insurance, is trying to secure extra insurance for women employed in hazardous munition plants.

Difficulties.—One difficulty which has been met by the field workers has been the fear on the part of men that there is a desire to place women in men's positions. It has been necessary to work slowly and to convince the men that the purpose of the Department is to help in the adjustment of labor under unusual conditions caused by the speeding up of industries to fill war contracts, and the withdrawal of men by the draft.

DEPARTMENT VI.—CHILD WELFARE.

Cooperation with the Children's Bureau and the general medical board of Council of National Defense.—The Child-Welfare Department has cooperated with the medical section of the general medical board of the Council of National Defense and the Children's Bureau of the Department of Labor in promoting the work for the protection of children. Conditions caused by the war have emphasized the need of redoubled efforts in the interest of child welfare. The attention of this Department was first directed to the fact that with the prosecution of the war had come an increased demand for labor and a rise in wages. Both factors contribute to an increase in the number of children in employment.

Enforcement of Federal child-labor laws.—On September 1, 1917, the Federal child-labor law went into effect. Prior to this more stringent compulsory school-attendance laws had been enacted in some States, while in others the laws were more lax. It was in the

interest of the enforcement of State and Federal laws which related to the protection of children and compulsory school attendance that the child-welfare department began its work. An attempt was made to ascertain the need of scholarships for children who had met the compulsory attendance requirements, but were unable to attend school any longer because of economic conditions in the home. The purpose of requesting this information was to interest the State divisions through the State chairman and the Child Welfare Department if there were one in the State, in securing scholarships where such were needed. The Departments in several States have reported that the object is being attained, and local committees are assisting boys and girls to remain in school instead of going to work. Thirty-one States, however, have reported that efforts are being made to carry out the provisions of the law for enforced attendance. This reply has been made by the following States: Arkansas, Alabama, California, Colorado, Connecticut, Delaware, Florida, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Massachusetts, Maryland, Minnesota, Missouri, Montana, Michigan, New Jersey, New Hampshire, New York, North Carolina, Ohio, Pennsylvania, Rhode Island, Tennessee, Texas, Utah, Virginia, and Wisconsin.

Permanent measures for child welfare.—The work of this department is not alone a war-time measure, and is so recognized in most of the States. It is the aim of the Department to create a demand for a better standard which will be permanently maintained. The need of medical inspection and public-health nurses in every school have been emphasized in many States. Efforts to attain this end have been made in Arkansas, Connecticut, Ohio, and Virginia. It has been found in some States that mothers of young children are employed in factories or other places where their labor is required. To meet this condition in different localities, a number of day nurseries have been established by the committees working in California, Connecticut, Maryland, North Carolina, and Illinois. Varied plans have been worked out as individual States have seen the necessity for specific lines of work and have known of effective means of attack.

Children's year.—Aside from these issues the major emphasis of this Department is being placed on what is known as the work of Children's Year, extending from April 6, 1918, to April 6, 1919. A comprehensive program to reduce infant mortality and insure the best possible development of young children has been launched by the Child Welfare Department and the Children's Bureau. Stated in numbers, the aim is to save 100,000 children. The annual death rate in the United States of children under 5 years of age is 300,000. It has been estimated that 50 per cent of these deaths are preventable. The Department has, therefore, asked the Child Welfare Department

in each State division to conduct a campaign to save a definite number of children: the number is determined on the proportional basis of population. The program for the work includes prenatal, infant, and preschool-age care of children.

Aims.—The chairman of the Department in each State division is cooperating with the existing agencies which are interested in public health, infant care, and child welfare. An effort is being made to secure 100 per cent registration of the births of children in every community and a record of the weighing and measuring tests of every child under school age. The plan is to conduct the work of testing and measuring in every State between the dates April 6 and June 6. A special card has been issued by the Children's Bureau on which is recorded the measurements of the child. Each card bears the information of the measurements of a normal child for comparative purposes. When a child's record varies far from the normal, special attention is given to correct his physical development. This work is already well begun in 36 States and the District of Columbia. The program is worked out according to local conditions and facilities for conducting the work.

Type plan.—A typical plan may be cited as the work has been developed in Indiana. All children of pre-school age are to be registered before April 6. Improvised clinics are to be established in every schoolhouse in the State. A local physician is to be in charge, and a public-health nurse, if one is employed in the community, or some other experienced person is to assist him in the work. Mothers are invited to bring their children to be measured and tested by a physician and nurse in charge. On April 6 the whole day was given over to this work. The testing is to be carefully followed up by special instructions on infant care and feeding. A lecture on the care of babies is to be given to the mothers and special attention to all children failing to meet the normal physical standard. Mothers who are unable to bring their children to the clinic will be visited and the babies will be measured in their homes. Follow-up work is being planned to meet local needs. Thousands of copies of bulletins published by the Children's Bureau with reference to the care of children have been distributed. Emphasis has been placed upon the need of pure milk.

Prior to the inauguration of the Children's Year plan many States had been doing unusual work. In this connection the work of the Child Welfare Department in Connecticut, Delaware, Illinois, Missouri, Nebraska, Ohio, and Rhode Island should be mentioned. In Delaware the Department had subcommittees working on the following provisions: (1) Infant care: to include prenatal instructions to mothers; regulation of midwifery; milk stations and feeding instructions; (2) medical inspection and school nursing; (3) recreation; to

include playground centers, special facilities for congested districts; (4) publicity and information relative to conditions, laws, ordinances, health regulations, vital statistics, and morbidity as applied to children.

Health charts.—Exceptional work has been done in Connecticut. Charts have been prepared to show the influence of conditions upon the health and welfare of children, one for city or town, one for village or country. The ideal set for the State is a public nurse in every community. Neglected and insanitary rural schoolhouses are also receiving special attention, and leaflets have been prepared for the study of health conditions in rural schools.

Legislative work in one State.—The Department on Child Welfare in Rhode Island worked for the passage of four bills relating to health conditions of children. The first is aimed to establish a Child Hygiene Department in the State board of health. The second is to provide for a reexamination of working children between 16 and 18 years of age and physical standards for all children. The third is to grant a pension to mothers. The fourth is to license midwives and to empower the State Board of Health to regulate the practice of midwifery. The legislative chairman of the committee is at the State House every day in the interest of child-welfare legislation. Classes have been formed to study child-welfare conditions in different localities of the State.

DEPARTMENT VII—MAINTENANCE OF EXISTING SOCIAL SERVICE AGENCIES.

Cooperation with social welfare agencies.—The Department of Maintenance of Existing Social Service Agencies was created for the purpose of furthering the social work of organization which were in existence before the war.

Purposes.—It is a self-evident fact that appeals which have arisen in the unusual conditions caused by the war quickly arouse the sympathies of the people. Regular contributors to specific charities often withdraw their support and apply their contributions to a new cause. The existing institutions for relief of social and economic abuses have greater burdens because of increased cost of materials, increased number of appeals, and added to these often the decrease in funds for support. As a result local charities and philanthropic measures suffer. The State Divisions were asked by the Department Woman's Committee to form a Department to prevent the occurrence of this very possible situation. Forty-two States, the District of Columbia, and Hawaii have complied with the request. In several States the work has been most carefully planned to suit the local conditions which maintain.

Plan in operation in Illinois.—The Department in Illinois is composed of a representative from each of the following institutions: Social-service hospitals, day nurseries, churches and social settle-

ments, united charities, medical charities, protective work, convalescent homes, visiting nurses, infant-welfare vacation work, industrial schools, home-finding societies, Catholic charities, and Jewish charities. Subcommittees were formed for advisory and publicity purposes, volunteer and group services, State cooperation, and speakers for public meetings. Through private contributions outings for inmates of 29 institutions were furnished. Knitting material was furnished to groups in prisons and in hospitals. Volunteer workers have been furnished in social-service centers and in cooking classes and in teaching English to immigrant workers. This department has placed 686 volunteers in social service since November in 79 agencies, representing 17 types of service. Social-training courses for social workers have been instituted in many cities, and attention is being given in a number of States to standardizing the requirements for volunteer workers.

Survey of nurses.—The greater demand for nurses that is evidenced as the war progresses has brought to the attention of this committee the imperative need for preparation for maintaining a supply for the normal home service. Assistance in conducting a survey has been given the State Nurses' Association in Colorado, Georgia, Kansas, Maine, Maryland, Massachusetts, Michigan, Nebraska, Ohio, and Wisconsin. Nurses have been supplied for military service as well. In Massachusetts 100 picked nurses were supplied for the Emergency Hospital and were given military standing by the governor of the State. Nebraska prepared a list of institutions in the United States, with the requirement for entrance and graduation for training in nursing. Nearly 200 recruits for the training in hospitals were secured to make up the shortage caused by 350 trained and registered Red Cross nurses who have been called for cantonment and over-seas service.

Public-health classes.—The Public Health Committee, which is a subcommittee of the committee on maintenance of existing social service agencies, in Virginia, has conducted classes for the study of the prevention and spread of communicable diseases. These courses have been held as follows:

Suffolk :

White.....	40
Colored	60
South Boston class.....	22
Fauquier County, 4 classes, each 25.....	100
High Springs, 1 class.....	25
Glen Echo, 1 class.....	20
Doswell, 1 class.....	25

The classes were held each week, when neighborhood health problems were discussed. State board of health bulletins were issued to them and supplementary reading was supplied through the State library. A question box was kept and the questions were submitted to the State board of health. The original plan was to have each member of the class conduct a survey of the health conditions of her neighborhood; the report was to be submitted to the Woman's Department, which was to consult with the State officials as to further procedure in the war.

DEPARTMENT VIII—HEALTH AND RECREATION.

Cooperation with commission on training-camp activities.—The Department of Health and Recreation was originally called department of safeguarding moral and spiritual forces. The purpose of the department is to cooperate with the commission on training-camp activities in making provisions for conditions for the protection of health and for facilities for recreation in camp and camp vicinities for men in military and naval service. The Departments in the State Divisions have been active in raising funds for maintaining Y. W. C. A. hostess houses, for the Y. M. C. A. drives, and for camp libraries; 45 chairmen of State divisions, the District of Columbia, and Hawaii have a Department in their respective States to carry on this work.

Recreational centers.—Assistance have been given the Fosdick Commission, the Y. M. C. A., and the Y. W. C. A. in maintaining recreational centers in every State in which there are camps located. The Department in New Jersey has acted as a clearing house in placing soldiers' clubs, which were opened by various organizations. Four clubs were established and financed by the following women's clubs: Woman Suffrage Party, State Federation of Woman's Clubs, D. A. R., and National League for Woman's Service. These clubs are in charge of hostesses and light refreshments are served at cost. In Bergen County, N. J., the Woman's Committee has several clubs at the embarkation camps. Eight cantonment towns in Texas have recreational canteens for the convenience of the soldiers and the aviators.

Entertainments.—A very general form of work has been to provide entertainments, consisting of musicals, movies, dramatic readings, vaudeville, lectures, etc., at regular intervals during the week or month. Provisions are made for distributing delicacies and administering to the needs of patients in base hospitals. Homes are canvassed for lists of hostesses for the entertainment of soldiers on Sundays and holidays.

Protective work for girls.—A survey of places of entertainment in camp vicinities was conducted in Arkansas, Colorado, Connecticut,

Delaware, Florida, Illinois, Iowa, Kentucky, Louisiana, Maryland, Massachusetts, Nebraska, New Jersey, New York, Pennsylvania, Ohio, Oregon, Oklahoma, Rhode Island, Tennessee, and Texas. Out of this work has developed plans for protective work for girls. In Connecticut the chairman of the committee was appointed State police woman by the governor of the State, with power to appoint four assistants. The women in Colorado, Kansas, Illinois, Nebraska, North Carolina, and Kentucky have asked that women police be stationed in every dance hall, that closer surveillance may be maintained.

The municipal government in Norwich and New London have made provisions for the employment of a police woman in each city. In Indianapolis, Ind., a woman officer has been appointed to assist in the work in camp vicinities. The police board of commissioners in East St. Louis, Ill., have given a police woman the rank of sergeant and promoted four matrons in the department to the rank of probationary police women. Six additional police women have been appointed to work under the direction of the newly made sergeant. The chairmen of the Department in New Mexico, Texas, and Pennsylvania report that through the efforts of women workers police women have been appointed for protective work of women and men in camp vicinities. Twelve women have been detailed to this work in Philadelphia.

The Department on Health and Recreation in Colorado appealed to the governor of the State for assistance in carrying out the wishes of the Secretary of War in cleaning up cities near camps. An investigation was then started by the governor and the United States district attorney. Women police have been appointed in Denver, and conditions have been approved. The formation of girls' clubs has been another means of preventing vice. Members of these clubs are pledged to definite standards of conduct with regard to men in uniform. In many States the Department is assisting in forming girls' clubs for furnishing wholesome recreation.

Social hygiene.—The Department in California, Connecticut, Illinois, Minnesota, and Maryland has arranged for classes in social hygiene for girls. Exceptionally good work has been done in Chicago, Ill., among girls employed in factories. Twenty-six women doctors have been placed on the committee, giving special attention to this work.

Camp libraries.—The committee has also assisted in procuring libraries for camps. In Connecticut 16,000 books were collected for the American Expeditionary Forces in France. A woman's army was organized for the work in one of the counties in California, and a house-to-house canvass was made in the interest of collecting books. In Philadelphia County, Pa., books were collected for libraries on the battleships *Iowa*, *Indiana*, and *Massachusetts*.

Assistance of religious and secular organizations.—Acknowledgment is made by every committee on health and recreation of the value of the cooperation of the religious and secular clubs in promoting that which has been accomplished. The Department realized that but a beginning has been made in this work that must be done in connection with camps and cantonments.

DEPARTMENT IX—EDUCATIONAL PROPAGANDA.

The chairman of the Department of Education was not appointed until the 1st of October, 1917. Before this date, however, many State divisions had begun such educational work as local conditions warranted. A wider range of interests was shown in the State plans than has been emphasized by the national department, which has limited its activity to educational propaganda concerning the war.

National plan educational propaganda.—This definite phase of the work was adopted because of the evidence of widespread ignorance concerning the reasons why we are at war and what winning or losing will mean to the country.

On October 6 the chairman sent a request to the State divisions for the appointment of a chairman of educational propaganda in each State and outlined a plan upon which to begin the work. She proposed that the executive committee of each State division should call a State-wide meeting of all officers, department heads, and county chairmen. These meetings were to extend over from one to three days, according to the locality, and all the women of the State were to be invited to attend them. They were to be devoted to discussions of the war work of women in the day sessions, and in the evening meetings to propaganda speeches upon the general theme, "Why we are at war and why we must win." She further suggested that the county chairmen should hold similar meetings in their towns, that classes should everywhere be formed to study the causes and effects of the war, that women should be equipped to speak, and that when so equipped itineraries for them covering all the towns of the State should be laid out, the ultimate aim being to have every person in the country understand the meaning of this war.

In pursuance of these requests, chairmen of educational propaganda have been appointed in every State in the Union save three, and in Hawaii. In most of the States the work of creating an intelligent public opinion concerning the war has been active and effective.

The constantly increasing energy and enthusiasm of the chairmen of educational propaganda in the States daily become more apparent. The growth of the spirit of cooperation has recently been very marked. Every State has been active in promoting the patriotic work of all organizations. Thousands of patriotic meetings,

large and small, have been held all over the country, and the number of women who have developed into convincing speakers is a hopeful indication that an active effort is making to put before the entire country the information necessary to arouse ardent patriotic enthusiasm.

Speakers' bureau.—Every effort has been made to stimulate the formation of a speakers' bureau in every state. Twenty-nine States have such a bureau in active operation. Chairmen have been appointed to supervise the work in Arkansas, Colorado, Connecticut, Georgia, Illinois, Indiana, Kentucky, Michigan, Missouri, Nebraska, New Jersey, Ohio, Oklahoma, Pennsylvania, Rhode Island, Tennessee, Virginia, and Wisconsin. In addition to these States the formation of bureaus and the activities of special speakers have been reported from Alabama, California, Kansas, Kentucky, Louisiana, Maryland, Minnesota, Mississippi, New York, North Carolina, Utah, and Washington. Still more States have women who are constantly active in public speaking, but have not yet reported the formation of a bureau. In some States the women are working with the speakers' bureau of the State Council.

At the request of the chairman of the speakers' bureau in Arkansas, December 23-30, 1917 was proclaimed loyalty week by the governor. The State Council of Defense cooperated and 600 speakers organized and held meetings in different counties throughout the State. The speakers' bureau in Connecticut has supplied speakers for Italian, French, and Polish audiences at war rallies and has organized teams to reach the Slovak and Russian women with propaganda. Other States have done equally good work in speaking to foreigners. Illinois has American women who are speaking to German women in their native tongue. In this state factories, churches, stores, fraternal orders, religious and secular associations have been supplied with speakers to the extent that it is estimated that 262,000 people have been reached through the activities of this department. An appropriation of \$100 per month has been made from State funds for this work in Missouri.

The National Department of Educational Propaganda has made a special effort to assist such states as need assistance in acquiring the necessary information to carry on their work. It has secured printed matter concerning the war and its problems from the Committee on Public Information and from other Government departments and Federal agencies and has sent out more than 400,000 pamphlets and bulletins in aid of this propaganda. It has also had prepared a special outline of topics for study of the war, many thousand copies of which have been sent to libraries, clubs, and individuals in the States, and in Hawaii, Porto Rico, Canada, Australia, New Zealand, and the Philippine Islands.

Americanization.—Inasmuch as more than one-third of our men subject to draft can not speak English, and there are more than 2,000,000 German-born mothers in this country, no propaganda is more important than the Americanizing of our foreign-born people.

When the Council of National Defense indorsed the plan of Americanization proposed by the Bureau of Education in the Department of the Interior this department of the Woman's Committee joined with the State Councils Section in requesting its State officers to form a joint committee in each State for this work. They were asked to do everything possible to promote uniform activity on this Federal plan and to urge all agencies already established to give it their full cooperation and the benefit of their influence and organization.

Many of the States have responded promptly to these requests, and nearly half of them are already forming such joint committees on Americanization and are receiving the cooperation of most of the organizations already at work.

Later a program of work was sent out urging the establishment of a state-wide War-Information Service for Immigrants as a foundation for a great variety of work among foreigners and suggesting ways in which to organize for this service. This also has been received cordially by the States, and they are beginning to establish offices for this work.

Many of the States were already doing excellent work in Americanizing their foreign population, and they are still most active in teaching the foreign born to speak our language and understand our ways and our ideals.

The Woman's Relief Corps of Wisconsin has organized with a membership of 9,000 and is giving patriotic entertainments to newly naturalized citizens. Minnesota has outlined the work of Americanization under four headings for work among women, as follows:

1. Study of English.
2. Naturalization of single women.
3. Teaching American ways of living.
4. Teaching loyalty.

Local committees in Carlton, Freeborn, Hennepin, Lincoln, Pennington, and Pope Counties have reported this special work. An exhibition of articles made by foreign-born women was arranged in the public library of St. Paul to stimulate an appreciation and interest in the handiwork of the immigrants. One evening was devoted to the entertainment of these women, at which time an effort was made to impress upon them that the library as an American institution was for their use. These are illustrations selected at random to indicate the activities in this work of even the smaller communities.

Pamphlets on Americanization have been issued in California and other States.

Naturalization.—Notable work has been done among the foreign-born women in bringing about an understanding of how to become citizens of the United States. In Nebraska the committee issued a concise statement of reasons why foreign citizens should become naturalized and a simple analysis of the legal procedure necessary to do so. These were used as a basis for instructing hundreds of men and women how to become citizens of the United States. The committees on Americanization in California and Minnesota and other States where the women vote are working toward the naturalization of foreign-born women.

Rural educational propaganda.—Educational propaganda in rural communities has been specially emphasized by this department.

In cooperation with the county superintendents many hundreds of rural school-teachers in selected localities have been written to personally and asked to hold patriotic meetings in their communities. Along with this request this department has sent them suggestions for programs, material for recitations, words of patriotic songs, short speeches already prepared, and pamphlets with information for their speakers, which they have been asked to read and pass on to others who will read them.

An outfit similar to that for teachers has been sent on request to hundreds of women in rural communities who wished to hold patriotic meetings. Reports have been received of several hundred such meetings held, both by teachers and others, and there is reason to believe that many others have been held which have not been reported. Reports of them are coming in daily. Many of these reports evidence a loyal and patriotic community. Others indicate the necessity for much educational propaganda, and these are followed up.

DEPARTMENT X—LIBERTY LOAN.

Cooperation with National Woman's Liberty Loan Committee, Treasury Department.—Another large activity in which the Woman's Committee assisted was in the sale of liberty bonds. At the time the first bonds were offered for sale the Treasury Department recognized the fact that women would greatly help in the work, and accordingly organized the National Woman's Liberty Loan Committee. On this committee were two women who are also members of the Woman's Committee of the Council of National Defense. The latter Committee, however, had been so recently created that little assistance as an organization could be rendered at the time of floating the first loan. The two committees, however, agreed that the National Woman's Liberty Loan Committee should nominate to the Woman's Committee, for transmittal to the Executive Committee in each State division, a candidate for the chairmanship of the Liberty Loan Department of the State division. The liberty loan chairman in each State was to work

under the direction of the National Woman's Liberty Loan Committee, but a report of the work was to be submitted to the Executive Committee of the State division of the Woman's Committee and to the chairman of the Federal reserve district chairman in whose territory the State was included.

Organization of liberty loan committee.—At the time of the second drive the organization of the Woman's Committee in the State divisions was well under way, and this machinery formed a direct avenue from the Treasury Department and National Woman's Liberty Loan Committee to the women in the towns. The liberty loan chairman representing the two national committees proceeded to organize county and local committees for the sale of liberty bonds. As no distinctive mark was used to denote bonds bought or sold by the women, the exact amount of their sales can never be known. The National Woman's Liberty Loan Committee has, however, made the following report:

Summary of resources.—

Financial returns from States, averaged.¹

Total amount subscribed by and through women, "actual account" (36 States)-----	\$214, 214, 077
Average amount per State-----	5, 950, 391
Total amount for United States directly credited to women's work, based on average per State-----	285, 618, 768
On basis that amounts reported on woman's blanks represent only one-fourth of amount actually subscribed by and through women, total amount due to women's work in United States--	1, 142, 475, 072
Total subscription to second Liberty loan, United States-----	4, 617, 532, 300
On basis that one-fourth total subscription was due to women's work (in States where bankers estimated results due to women's work, one-fourth to one-third is average percentage credited in this way)-----	1, 154, 383, 075

Attention is called to the fact that—

"The estimates made by the National Woman's Liberty Loan Committee of total amounts due to women's work in the entire United States, and the bankers' estimates in those States where such an estimate was made, arrive at approximately the same figures for the estimated total of women's work in the United States."²

The Liberty loan chairmen have reported the excellent work done by their speakers and assistants in the distribution of posters, source books, primers, and letters to stimulate the sale of bonds.

In many States women's clubs rendered valuable assistance in the sales. In Maryland, thrift clubs were formed, and pledges to save from \$50 to \$1,000 were made. The county chairmen in many instances made a house-to-house canvass for sales.

"Children's day."—In the District of Columbia the woman's committee closed with a "Children's day," adopting the slogan, "A mile of

¹ Page 27, Report of National Woman's Liberty Loan Committee. ² Ibid., footnote, p. 27.

nickles." Children from public and private schools, orphan asylums, and various clubs and institutions came in a body at different hours of the day to bring their nickles for the big bank in the form of a liberty bell. The money was used to purchase Liberty bonds which were contributed to the fatherless children in France. The children were in some instances in costumes of historical character, and so added to a special feature to the program.

Returns in Nome.—An interesting report was made by the chairman in Nome, Alaska, where the men and women worked together in the few hours of daylight and sold \$97,000 worth of bonds to a town of less than a thousand winter residents. In the towns of Juneau and Fairbanks, as well, the women organized and did notable work.

Thrift-stamp campaigns.—The Liberty-Loan Department in many States continued after the close of the second campaign and conducted the sales of war saving stamps and thrift certificates. Interesting devices for stimulating the sale of stamps are reported from California, Connecticut, Florida, Idaho, Illinois, Rhode Island, South Carolina, Washington, Wisconsin, and Hawaii. In Woodland, Cal., a Chinaman bought a \$5 war saving certificate and advertised it among his countrymen as a good investment. As a result, the purchase of \$5 certificates became a popular movement in that city. In a mountainous district of Santa Clara County a woman walked 16 miles one day to carry out her orders in selling stamps. The Italian high school students of this same county are acting as interpreters in making sales among non-English-speaking Italians. The women's committee in Hawaii has organized a corps of 13 speakers for war saving propaganda. Addresses on the subject, in English or Japanese, are made before every assemblage of women. Many ingenious methods have been adopted to increase the sale of war saving stamps and encourage thrift. There are nine thrift clubs in the city of Baltimore and each of the 23 counties has a liberty loan chairman with a corps of workers—with 37 thrift clubs organized. The Woman's Liberty Loan Committee meets every Monday morning. During the months of January and February 33 meetings were held in the interest of war saving stamps, 27 clubs were established, and \$47,522.14 worth of stamps were sold.

Minute women were organized to sell war-saving stamps in Washington. The women of Chelan County organized a two days' drive and sold \$10,000 worth of stamps in this rural county, the population of which is 15,000 people.

Third liberty-loan drive.—The third liberty-loan drive is in progress, and returns have not been made.

There can be no doubt but that the results obtained by the efforts of the women will exceed those of the second drive. The chairmen

of the State committees have in many instances reported a committee in every county; and in addition to a perfected organization is the cumulative experience derived in previous drives and in selling war-saving stamps.

DEPARTMENT XI—HOME AND FOREIGN RELIEF.

Cooperation with American Red Cross Association.—The major part of the work accomplished by the Department of Home and Foreign Relief has been done in cooperation with the American Red Cross Association. Departments have reported as engaged in this work in Hawaii, Alaska, and in every State in the Union with the exception of Maine. The unit in Petersburg, Alaska, collected funds for the purchase of wool, and knitting has been general in other towns of the Territory.

Objects.—The regular work of preparing surgical dressings, collecting funds, knitting for sailors and soldiers, making comfort kits, assisting the families of men in military and naval service, and organizing courses for first aid and for home nursing has been most appealing to the State Departments. Registrants in States taking a census of women have been directed to the Red Cross as volunteer workers. In addition to these Red Cross activities, many States have assisted in raising funds for relief of French wounded, the adoption of French orphans, and in the collection of clothing for women and children in the devastated regions of France.

War relief league.—A division of this work has been carried on by the war relief league in Colorado Springs, Colo. This group of women has been preparing hospital supplies for weekly shipment to France. On an average, 3,600 articles have been shipped each week directly to the surgeons for whom they are especially made. The D. A. R. chapters of the State have helped in the rehabilitation of the French village Tulloloy by rebuilding and refurnishing the homes and making it possible for the inhabitants to resume their work. The same society has assumed the maintenance of 25 French orphans.

Other States reporting the adoption of French orphans are Arkansas, California, Georgia, Illinois, and Pennsylvania.

Work of subcommittees.—One branch of the work in Illinois has been done by the Franco-American committee for corrective surgical appliances. The chairman of this committee has received the cross of the Legion of Honor. Her work has been extended through many French hospitals. Another division of the Home and Foreign Relief Committee in the same State is the national surgical dressing committee, which acts independently but ships its product through the agency of the American Red Cross Supply Service. This Depart-

ment has shipped 52,429 dressings, costing \$2,584.74. The American fund for French wounded has, during the year, collected \$132,359.07; has maintained an automobile in France for the distribution of supplies, and has equipped two dispensaries. The monthly shipment of supplies has averaged \$11,197.08 in value; this expressed in material totals 453,485 articles packed in 3,859 cases; \$18,031.06 has been forwarded in cash.

Still another subdivision of this Department in Illinois is the one which raised \$100,000 in three months for the fatherless children in France. From this fund approximately 3,000 children are receiving support.

Preparation for emergency work.—An emergency corps of doctors and nurses has been organized in New Haven to cooperate with the Red Cross and Home Guard Emergency Corps. The details of the work are complete, even to the registering of all conveyances, drivers of conveyances, all large receiving rooms and depots. Practical nurses have been registered to fill the places of trained nurses who are performing war service.

In Boston, Mass., a commonwealth armory has been fitted up so that it can be converted into a war emergency hospital. It is so planned that 450 beds can be made ready at two hours' notice. The corps of 100 trained nurses, previously mentioned in this report, are to be in readiness for service at a moment's call. They are pledged to accept no position outside of the State and not to leave the State without permission during the period of the war. At the time of the Halifax disaster the women of this Department and affiliated women's organizations rendered valuable assistance to the Red Cross.

Affiliated club reports.—The chairman of the Georgia division has received the reports of the activities of 101 affiliated clubs. Effective assistance has been given to home and foreign relief work by the Daughters of the American Revolution, United Daughters of the Confederacy, the Woman's Christian Temperance Union, the Colonial Dames, women's religious societies, and other associations, numbering in all 42 organizations. The Colonial Dames in North Carolina gave an ambulance for field service in France, \$543.50 for a hospital ship, and equipped the crew of the S. S. *North Carolina* with knitted sets.

These special reports but indicate in the smallest way the work that has been done and is continuing by women in every part of the United States. Relief work makes a special appeal; the results of individual effort expended in making bandages or in knitting can be seen and handled; with but a slight stretch of the imagination the actual service rendered can be comprehended. The very apparent application of the results of each person's work has contributed largely to the numerical increase in output and in workers.

DEPARTMENT XII—NEWS.

Purpose of the news department.—The success of group action, such as that involved in work of the Woman's Committee of the Council of National Defense, which involves the voluntary action in concert of masses of people, depends largely upon individual understanding of the purpose of the movement. Such understanding is conveyed by the spoken and written words and involves the erection of definite machinery to carry the work among a people scattered over a territory so extensive as the United States and its insular possessions. The Woman's Committee realized this fact and established a news department for the dissemination of information concerning its aims and activities.

Plan of work.—The plan of the News Department has been to reach the public by means of the daily press, both from headquarters and from State sources, by magazine articles, through editorial comment in periodicals, and by a News Letter.

Newspaper publicity.—Daily news stories are given to the Committee on Public Information, and news further disseminated through other available agencies—for instance, the Associated Press, the United Press, the International News Service, etc.

Articles of general interest are mailed at intervals direct to selected lists of newspapers. Forty-three State divisions have reported systematic publicity work under publicity chairmen. Several States have reported the development of a local publicity corps—for example, California has 44 subchairmen, Utah 35, Maryland 17, Arkansas 17, Louisiana 28, Iowa 17, and Arizona 3. This considerable publicity corps sends out daily news in Illinois, Michigan, and Maryland. Eleven States send out weekly releases.

Press releases intended to follow up campaigns of particular importance are sent from Washington to publicity chairmen and State chairmen in all the States. These are often mimeographed in the State and distributed direct to newspapers or placed in the hands of local chairman, who see that they reach local papers.

Six other States, in which no regular publicity corps has been appointed, have secured regularly reserved space on the woman's page of leading papers for weekly articles, prepared by women writers who, in effect, constitute themselves the publicity corps under the direction of the State publicity chairmen. Material is disseminated in this way in Florida, Minnesota, Mississippi, Massachusetts, Iowa, and North Carolina.

The country papers in many States use articles prepared by the State Division. Wisconsin supplies material direct to a plate service, serving many small papers in the State.

The official bulletins of the State Councils in the 16 States carry news of the women's work furnished by the publicity chairmen in their respective Division. In Kentucky, Missouri, Nebraska, Pennsylvania, and Tennessee the woman's committee has issued a special bulletin devoted to committee activities.

Magazine publicity.—Articles and editorials on the work of the Department, some of which are prepared by individual members of the Committee, are appearing each month in leading magazines. Direct results are being obtained in this way. Women have written to headquarters, both National and State, asking to help in the work of which they have read. Data on the work are furnished to magazine writers for articles for their periodicals, and again results follow.

News Letter.—The News Letter was originally called the Bulletin and was designed primarily as an exchange of news of the interesting work which women were doing in the State divisions. From a three-page mimeographed sheet the News Letter has developed to an eight-page printed journal, which appears semimonthly. It has reached the twentieth issue. It is sent free to all State, county, and local chairmen, the heads of their working departments, and a limited press list.

Foreign news bureau.—The news department in August, 1917, created a foreign news bureau. A flying squadron of translators has since that time culled from journals from all parts of the world items concerning women and children. This material has appeared in the News Letter and has been released to the public through various writers and through the Committee on Public Information. Arrangements are practically complete for sending it out to publicity chairmen and heads of our information bureaus all over the United States to furnish them with comparative and suggestive accounts of the work of foreign women, in order that women's work in America may benefit.

Bureaus and publications of the State divisions.—In several States an information and library section is incorporated in the publicity department. The work of the information committees in Illinois, Wisconsin, Pennsylvania, and California has been to collect, to index, and to distribute among local libraries data relating to economic and social problems of importance to women. Current periodical and clipping notices also are carefully collected for the files at headquarters.

Special pamphlets and bulletins have been prepared and published by the Department in several States. Notable work in this line has been reported from California, Florida, Louisiana, Minnesota, Utah, Ohio, Pennsylvania, and Colorado. The need of concerted action has been emphasized in these publications and appreciable results have been evidenced in the State reports.

SPECIAL WORK.

National.—In addition to the specific work of the regular departments, the Woman's Committee has responded to the requests for assistance which have been made on occasions by governmental departments.

Cooperation with Civil Service Commission.—A special letter was sent to approximately 4,000 women asking them to advertise the fact that the Civil Service Commission was finding it difficult to meet the demands for clerical help of the different departments in Washington. The State chairmen report that notice to this effect was given in local papers in the State, and in some instances it is known that young women responded to this appeal. Since the responses were to the State civil service commission, no statistics on this subject are available.

Commercial economy board.—Another service rendered was the assistance given to the Commercial Economy Board of the Council of National Defense in the attempt to reduce the number of deliveries. The object was to release men for other service and to assist in the general economies concomitant with fewer deliveries. Again the response was very general and the State chairmen of the Woman's Committee have reported public meetings and newspaper publicity to create public sentiment in the direction of this economy. In some instances special meetings with merchants were held for the purpose of working out a cooperative plan of delivery.

Shipbuilders' campaign.—Acting on the request of the Shipping Board for cooperation, the Woman's Committee of the Council of National Defense telegraphed to the chairmen of every State division to enlist the help of all women's organizations in enrolling men for shipbuilders by announcing the fact that the Government was in need of skilled mechanics for shipbuilding. The response was gratifying, and the Woman's Committee in the States assisted the State councils of their divisions in the enrollment of men for shipbuilding.

SPECIAL WORK—LOCAL.

Organization of negro women.—A special division has been formed among negro women in Florida. It is called the Colored Section of the Woman's Committee of the Council of National Defense. The work is under the leadership of a capable colored woman, who is registering the women for service and teaching food conservation among the colored people. Negro units are doing war work in Colorado, Illinois, Maryland, Michigan, New York, North Carolina, Oregon, Oklahoma, Pennsylvania, South Carolina and Tennessee.

Motor messenger service.—The work that has been initiated by the State divisions to meet local conditions has been varied. Notable

work has been done in instituting the Woman's Volunteer Motor Messenger Service in Troy, Buffalo, Syracuse, Rochester, and New York City, in New York State; in Chicago, Ill.; and in nine counties in Maryland; in Delaware and in Wisconsin. This service has been of value in the food and liberty-loan drives, and is always at the disposal of Red Cross and other foreign relief agencies. In Chicago regular service is rendered in carrying crippled children to clinics. The volunteers in this work are pledged to be in readiness certain hours of the day, and are fined when there is failure to meet this obligation.

Fuel administration.—The Woman's Committee in the local organizations in Baltimore, Md.; Chicago, Ill.; Providence, R. I.; Kalamazoo, Mich.; was able to assist the local fuel-administration representative during the fuel crisis. Ward leaders in Chicago were appointed and placed in charge of investigating appeals for coal and in delivery of bags of coal to the cases in need; 16,339 orders of coal were filled by these women. In Providence, R. I., 150 women went from house to house to solicit coal for the relief of those in need. They succeeded in collecting over 115 tons of coal in two days. The motor-corps service of the Providence Red Cross Chapter assisted in the work of distributing the coal.

SUMMARY.

The foregoing is an account of the method and extent of the organization perfected and the partial results accomplished by the Woman's Committee of the Council of National Defense during the first year of the Committee's existence. It is in no way a complete record of all that has been affected, but is offered as a suggestive outline of the variety of phases of work that has received the attention of the American women. A minimum amount of details have been included, but further information concerning any portion of the work will be given upon the request of anyone who is interested.

Results are never all that might be attained and these are in no way exceptional. Such results, however, may serve as a measure of the effectiveness of the organization which produced them; and at the same time they may reveal the weaknesses in the machinery which can be perfected through constructive effort rightly applied. Taken as a whole even this inadequate account of the work attempted and accomplished by the Woman's Committee of the Council of National Defense operating through the 12 departments in 11,267 units, demonstrates that the Committee is an effective power for the use of the Federal Government in summoning the American women to service at the time of an international crisis.

**NATIONAL ORGANIZATIONS REPRESENTED ON THE HONORARY
COMMITTEE OF THE WOMAN'S COMMITTEE, COUNCIL OF
NATIONAL DEFENSE.**

Alliance of Unitarian and other Liberal Christian Women.
American Fund for French Wounded.
American Home Economics.
American Nurses' Association.
American Red Cross.
Association of Collegiate Alumnae.
Camp Fire Girls.
Catholic Alumnae, International Federation of.
Children of America, Loyalty League.
Children of the American Revolution.
Child Welfare League, International.
Colonial Dames of America, National Society of.
Council of Jewish Women, National.
Daughters of American Revolution, National Society of.
Daughters of the British Empire.
Daughters 1812, National Society, United States.
Daughters of Founders and Patriots of America, National Society of.
Daughters of the Revolution, General Society of.
Florence Crittenton Mission, National.
Garden Club of America.
General Federation of Women's Clubs.
Girls' National Honor Guard (Inc.).
Girl Scouts (Inc.).
Kindergarten Union, International.
Ladies' Auxiliary Order of Railway Conductors of America.
Ladies of the Grand Army of the Republic.
Ladies of the Maccabees.
League of American Penwomen.
Medical Women's National Association.
Militia of Mercy.
Mothers and Parent-Teacher Association, National Congress of.
National American Woman Suffrage Association.
National Association of Colored Women.
National Association opposed to Woman Suffrage.
National Council of Women.
National Federation of College Women.
National Federation of Music Clubs.
National Federation of Temple Sisterhoods.
National League for Woman's Service.
National League of Women Workers.
National Library for the Blind.
National Women's Medical Association, Committee on War Relief.
National Women's Trade Union League.
National Special Aid Society.

Needlework Guild of America.
 New Century Club.
 Order of the Eastern Star, General Grand Chapter.
 People's Aid Association, International.
 Pythian Sisters.
 Royal Neighbors of America.
 Southern Association of College Women.
 Stage Women's War Relief.
 United Daughters of the Confederacy.
 Woman's American Baptist Foreign Mission Society.
 Woman's Auxiliary Railway Mail Association.
 Woman's Benefit Association of the Macabees.
 Woman's Board of Home Missions of the Presbyterian Church.
 Woman's Board of Foreign Missions.
 Woman's Board of Missions.
 Woman's Bureau, National Democratic Committee.
 Woman's Christian Temperance Union, National.
 Woman's Department of National Civic Federation.
 Woman's Evening Clinic.
 Woman's Home Missionary Society of the Methodist Episcopal Church.
 Woman's Missionary Council Methodist Episcopal Church, South.
 Woman's National Farm and Garden Association.
 Woman's National Press Association.
 Woman's National Rivers and Harbors Congress.
 Woman's National Sabbath Alliance.
 Woman's Relief Corps.
 Woman's Section, Navy League.
 Woodcraft League of America, National Girls' Work Committee.
 Young Woman's Hebrew Association.
 Young Ladies Mutual Improvement Association.
 Y. W. C. A., National.

BULLETINS, CIRCULARS, LETTERS.

CHILD WELFARE.

- 104. Apportionment of Quota. February 11, 1918.
- 126. Child Welfare Committee of General Medical Board. April 3, 1918.
- 110. Conference of chairmen, announced February 27, 1918.
- 110a. Conference, transmittal of announcement.
- 131. Cooperation with American Red Cross. April, 1918.
- 32. Enforcement of general child-labor law. August 17, 1917.
- 33. Enforcement of child-labor law urged upon State chairmen. August 7, 1917.
- 95. Organization plans for children's year. February 6, 1918.
- 107. Home health volunteers plan. February 21, 1918.
- 129. President's letter, transmittal.
- 87. Program for children's year. January 31, 1918.
- 34. Questionnaire re children of school age.
- 120. Weighing and measuring test. March 13, 1918.

EDUCATION.

- 103. Americanization of aliens. February 15, 1918.
- 117. Americanization agencies national list. March 12, 1918.
- 61. Americanization information requested. October 25, 1918.
- 105. Americanization pamphlet transmitted. February 16, 1918.
- 90. Campaign and speakers. February 1, 1918.
- 68. Cooperation of affiliated organizations. November 24, 1917.
- 136. Commencement topics. April 20, 1918. Enclosure list of topics.
- 54. Educational propaganda outlined. October 6, 1917.
- 54a. Letter of transmittal.
- 83. Transmittal, S3 a-b.
- 83a. Educational propaganda report requested.
- 83b. Educational propaganda questionnaire.
- 62a. Pamphlets for distribution.
- 62. Letter of transmittal re. 62a.
- 68a. Outlines for war work study in clubs. November 24, 1917.
- 80. On founding speakers' bureau.
- 54. Requesting appointment of education chairman.
- 79. Reaching German speaking people. Enclosure State Council Circular.
- 109. Speakers, information for. February 23, 1918.
- 108. Speakers, outlines for use of. February 23, 1918.
- 122. Speakers, war-service school.
- 135. Works of department. April 19. Inclosure General Federation Magazine, March.

FOOD ADMINISTRATION.

- 85a. Appointment of Mrs. Lamar in the department. February 4, 1918.
- 55. Bulletins transmitted. October 6, 1917.
- 16. Canning letter. July 6, 1917.
- 44. Chairman list of Food Administration requested. September 20, 1917.
- 43. Change of date of food-pledge drive. September 20, 1917.

- 20. Conservation letter. July, 1917.
- 9. Cooperation with Mr. Hoover, conservation letter. July 22, 1917.
- 30. Food-pledge campaign questionnaire.
- 85. Home cards. February 4, 1918.
- 100. Home cards. February 9, 1918.
- 37a. Hoover letter of appreciation. August 21, 1917.
- 37. Hoover letter, transmittal. August 29, 1917.
- 31. Instructions re food-pledge campaign. August 15, 1917.
- 6. New way to save bread.
- 6a. New way to save bread, transmittal. August 1, 1917.
- 82. Promotion of food leaflets. January 29.
- 79. Promotion of food leaflets, transmittal.
- 21. Save bread. August 1, 1917.
- State conference of Representatives of Federal departments and administrators. March 7, 1918.
- 41. Second food drive. September 8, 1917.
- 70a. Second food-pledge campaign, questionnaire.
- 70. Second food-pledge campaign, transmittal. November 29, 1917.

FOOD PRODUCTION AND HOME ECONOMICS.

- 24. Chairmen and executive secretary of department announced. August 7, 1917.
- 132. Dehydrated vegetables. April 11, 1918.
- 132. Enclosure, dehydrated vegetables and fruit, manufacturers of.
- 24. Food posters distributed. August 7, 1917.
- 58. Food posters, transmittal. October, 1917.
- 64. Food leaflet, Department of Agriculture, transmittal.
- 102. Invitation to conference. February 11, 1918.
- 130. Liberty gardens. April 5, 1918.
- 130. Enclosure, Common Sense in gardening. April 5, 1918.
- 130. Enclosure, Liberty-Garden pledge and record card.
- 76. Request for reports of department work. Dec. 15, 1917.
- 121. Report of conference. March 22, 1918.
- 89. Substitution of women for men in farm work (Southern States). January 31, 1918.
- 89a. Substitution of women for men in farm work (Northern and Western States). January 31, 1918.
- 128. Woman's land army. May 12, 1918.
- 128a. Enclosure, "The Woman's Land Army."

HEALTH AND RECREATION.

- 134. Commission on training-camp activities. April 18, 1918.
- 93. Data to date. February 11, 1918.
- 67. Funds for camp activities. November 20, 1917.
- 134. Enclosure, Employment of Woman in Military Camps.
- 52. Instructions and information. October 11, 1917.
- 124. Questionnaire re work in State. March 20, 1918.
- 40. Purpose of department.

HOME AND FOREIGN RELIEF.

- 77a. Letter of transmittal. December 17, 1917.
- 77. Plan of organization. December 17, 1917.

LIBERTY LOAN.

39. Plans for drive. September 5, 1917. A. H. S.

MAINTENANCE OF EXISTING SOCIAL SERVICE AGENCIES.

- 63. Instructions and information. October 31, 1917.
- 63c. Opportunities for service. October 31, 1917.
- 49. Purpose of department. October 1, 1917.
- 123. Questionnaire on committee work. March 24, 1918.
- 63b. Questionnaire re survey. March 24, 1918.
- 63a. Survey suggested. October 31, 1917.

NEWS.

- 125. Child welfare follow-up. March 22, 1918.
- 71. Cooperation requested of publicity departments in States. November 27, 1917.
- 96. Cooperation with child welfare department. February 8, 1918.
- 73. Information re organizations requested. December 10, 1917.
- 118. Labor standards. March 14, 1918.
- 57. Liberty loan issue, transmittal. October 11, 1917.
- 81. Libraries. January 15, 1918.
- 97. Press releases transmitted. February 8, 1918.
- 119. Request that name of State be specified in News Letter. March 13, 1918.
- 106. Scope of function of State publicity. February 19, 1918.

ORGANIZATION.

- 3. Advantages of the plan. May, 1917.
- 10. Affiliated national organizations, revision. February 4, 1918.
- 112. Annual election of officers. March 5, 1918.
- 28. Appeal for cooperation of national organizations of women. August 14, 1917.
- 4. Appointment of temporary chairman. May, 1917.
- 88. Concentration of work through existing organizations. January 29, 1918.
- 8. Conference of national organizations of women called. June 19, 1917.
- 72. Cooperation with States recoordination. November 20, 1917.
- 2. Department explained. August 23, 1917.
- 7. General plan.
- 42. Local chairman, lists requested. September 20, 1917.
- 94. Mailing list for News Letter. February 4, 1918.
- 1. National organization explained. May 5, 1917.
- 2. Plan of national organization. May 23, 1917.
- 13. Questionnaire re Personnel and Machinery of State organizations.
- 13a. Letter of transmittal, 13.
- 11. Questionnaire re State units of affiliated organizations.
- 11a. Letter of transmittal.
- 46. Resident director announcement. September 29, 1917.
- 53. Relation of national organizations. October 6, 1917.
- 12. State chairmen lists. October 6, 1917.
- 113. State organization. March 9, 1918.
- 17. Status of State division of woman's committee July 14, 1917. Transmitting letter from section on cooperation with States.
- 56. Bulletins and charts, transmittal. October 11, 1917.

REGISTRATION.

- 26. Distribution of cards, further instructions. August 8, 1917.
- 15. Instructions re registration. July 2, 1917.
- 14. Purpose of registration.
- 48. Registration for service. September 27, 1917.
- 47. Registration for service, letter transmittal. October 1, 1917.
- 27. Summary blank form. August 8, 1917.
- 27a. Summary blank form, letter transmittal. August 8, 1917.

REPORTS.

- 134. Commission on training-camp activities. April 18, 1918.
- 111. Concerning bimonthly reports. March 5, 1918.
- 83a. Educational propaganda. January 21, 1918.
- 76. Food production department. December 15, 1917.
- 74. Outline explained. December 10, 1917.
- 74c. Outline for reports. December 10, 1917.
- 60. Six months' report, first request. October 25, 1917.
- 74. Six months' report, second request. December 10, 1917.
- 21. Special activities. August 1, 1917.
- 74a. Suggestions for keeping reports. December 10, 1917.

WOMEN IN INDUSTRY.

- 115. Conference of State chairmen. March 9, 1918.
Inclosure General Orders, No. 13, by Chief of Ordnance.
- 115a. Conference of State chairmen. March 1, 1918.
- 133. Report of conference. April 11, 1918.
Enclosure conference of State chairmen.

MISCELLANEOUS.

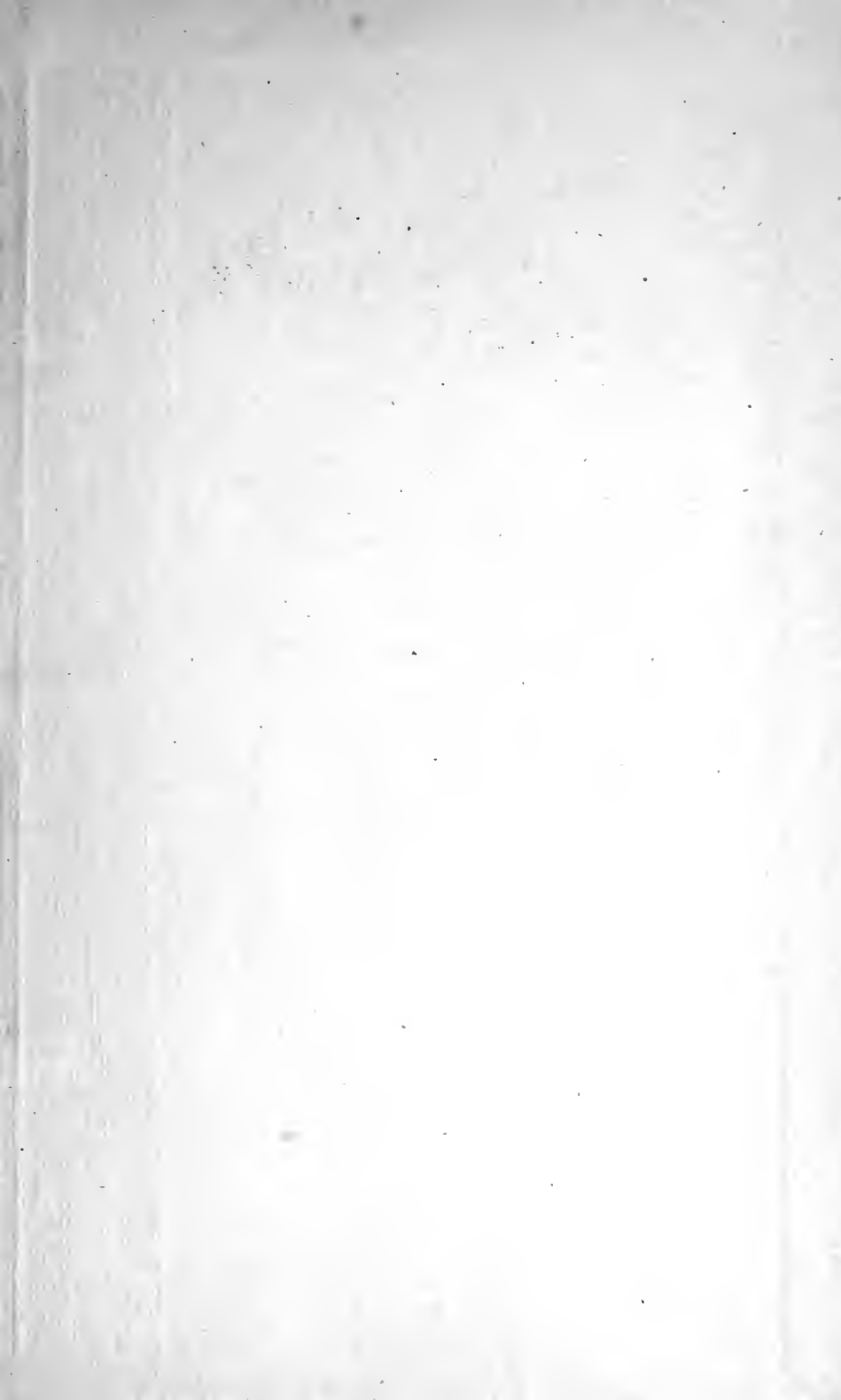
- 112. Annual election of officers. March 5, 1918.
- 116. Book campaign. May 12, 1918.
- 99a. Bulletins issued by State Council. February, 1918.
- 66. Christmas message to the women of America. November 19, 1917.
- 38. Church federation. September 7, 1917.
- 50. Civil-service examination. October 6, 1917.
- 51. Civil-service examination, supplementary.
- 91. Communication to State division. February 8, 1918.
- 36. Community centers. August 22, 1917.
- 69. Community Center Magazine. November 26, 1917.
- 18. Concentration of work through existing organizations. January 29, 1918.
- 99. Concerning circular letters. February 8, 1918.
- 65. Cooperation with committee on nursing. November 8, 1917.
- 72. Cooperation with State, bulletin re coordination. November 30, 1917.
- 78. Cooperation with State councils of defense. December 19, 1917.
Enclosure bulletins No. 78 and No. 79.
- 79. Cooperation with State council of defense, transmittal of bulletins 78 and 79. January 7, 1918.
- 101. General letter transmitting bulletin No. 84 and general letter No. 40.
5. Letter concerning distribution of the President's message. May 29, 1917.
- 45. Library fund campaign. September 21, 1917.
- 113a. Lovejoy report. March 20, 1918.

- 94. Mailing list for News Letter. February 4, 1918.
- 127. National conference. March 30, 1918.
- 10. National organization.
 - Enclosure call to national conference.
- 22. Nursing. Letter on. August 1, 1917.
- 125. Poster on food, letter. August 7, 1917.
- 22. Publicity service examination requested. October 6, 1917.
- 18. Reduction of deliveries.
- 18a. Reduction of deliveries, transmittal of 18.
- 59. Reduction of deliveries, resolution transmittal. October 22, 1917.
- 59a. Resolution of reduction of deliveries.
- 75. Soldiers in Europe. December 11, 1917.
- 29. Soldiers' insurance, summons, Alexander bill.
- 113. State organization department. March 9, 1918.
- 35. "What one town has done." August 20, 1917.
- 35a. "What one town has done," transmittal. September 9, 1917.
- 19. Why the Woman's Committee. July 30, 1917.

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LIBRARY OF CONGRESS



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